

# **Appendix A**

## **LANDS OF CONSERVATION INTEREST**

### **DETAILED LISTING**

**Table A.1 Town-Owned Open Space Parcels**

Map ID	Location	Site Name	Management Entity	Land Area (acres)	Current Use	Condition	Recreation Potential	Public Access	Protection Status	Grant Received
1-6	0 NEWBURY RD	Cooper's Pond Conservation Area	Conservation Commission	8.00	Vacant, unimproved	Good	Undeveloped open space	N	P	No
4-12	60 PINGREE FARM RD	Pingree Farm Conservation Area West	Conservation Commission	41.90	Passive recreation, trail network, boardwalk	Excellent	Passive recreation, hiking	Y	CR	CPA, LAND
5-9-A	710 HAVERHILL ST	n/a	Conservation Commission	1.92	Vacant, unimproved	Good	Undeveloped open space	Y	P	No
5-9-10	0 ICE POND DR	n/a	Conservation Commission	19.77	Vacant, unimproved	Good	Undeveloped open space	N	P	No
5-41-11	HARTS WAY	n/a	Conservation Commission	10.08	Vacant, improved, trail network	Good	Passive recreation, hiking	Y	CR	No
5-84	29 BOXFORD RD	Pingree Farm Conservation Area East	Conservation Commission	27.62	Passive recreation, trail network	Excellent	Passive recreation, hiking	Y	CR	CPA
6-10-1-3	0 WILKES RD	Conservation land	Conservation Commission	0.23	Vacant, unimproved	Good	Undeveloped open space	N	P	No
6-14-4	0 WILKES RD	Conservation land	Conservation Commission	0.30	Vacant, unimproved	Good	Undeveloped open space	N	P	No
6-19-A	0 ELLSWORTH RD	Wilson Pond	Conservation Commission	11.40	Vacant, unimproved	Good	Undeveloped open space	N	P	No
7-17-1	KATHLEEN CIR	Conservation land	Conservation Commission	23.90	Vacant, unimproved	Good	Undeveloped open space	N	P	No
8-2	544 HAVERHILL ST	Hunsley Hills Conservation Area	Conservation Commission	103.57	Passive recreation, trail network	Excellent	Passive recreation, hiking	Y	P	LAND
8-19-8	13 KATHLEEN CIR	Conservation land	Conservation Commission	40.70	Vacant, unimproved	Good	Undeveloped open space	N	P	No
12-1-3	434 WETHERSFIELD ST	Conservation land	Conservation Commission	1.38	Vacant, unimproved	Good	Undeveloped open space	N	P	No
12-1-4	432 WETHERSFIELD ST	Conservation land	Conservation Commission	1.38	Vacant, unimproved	Good	Undeveloped open space	N	P	No
12-1-5	0 WETHERSFIELD ST	Conservation land	Conservation Commission	2.03	Vacant, unimproved	Good	Undeveloped open space	N	P	No
13-14	467 HAVERHILL ST	Smith Lane Conservation Area	Conservation Commission	59.65	Passive recreation, trail network	Good	Passive recreation, hiking	Y	P	LAND
14-3-2	0 MEADOWS LN	Conservation land	Conservation Commission	0.09	Vacant, unimproved	Good	Undeveloped open space	N	P	No
14-3-3	0 MEADOWS LN	Conservation land	Conservation Commission	5.74	Vacant, unimproved	Good	Undeveloped open space	N	P	No
14-19	0 BACHELDER MEADOW	Conservation land	Conservation Commission	5.75	Vacant, unimproved	Good	Undeveloped open space	N	P	No
14-21	0 NEWBURYPORT TNPk	Conservation land	Conservation Commission	1.00	Vacant, unimproved	Good	Undeveloped open space	N	P	No
14-23	0 NEWBURYPORT TNPk	Conservation land	Conservation Commission	1.38	Vacant, unimproved	Good	Undeveloped open space	N	P	No
17-20-98	SPENCER KNOWLES RD	Conservation land	Conservation Commission	9.34	Vacant, unimproved	Good	Undeveloped open space	N	P	No
17-20-100	SPENCER KNOWLES RD	Conservation land	Conservation Commission	14.66	Vacant, unimproved	Good	Undeveloped open space	N	P	No
17-36-26	0 SAUNDERS LN LOT 26A	Conservation land	Conservation Commission	0.67	Vacant, unimproved	Good	Undeveloped open space	N	P	No
18-1-1-A	NEWBURYPORT TNPk	Conservation land	Conservation Commission	20.00	Vacant, unimproved	Good	Undeveloped open space	N	P	No
18-5-21-1A	344 WETHERSFIELD ST	Conservation land	Conservation Commission	11.67	Vacant, unimproved	Good	Undeveloped open space	N	P	No
18-5-21-1B	NEWBURYPORT TNPk	Conservation land	Conservation Commission	7.20	Vacant, unimproved	Good	Undeveloped open space	N	P	No
18-5-22-4	340 WETHERSFIELD ST	Conservation land	Conservation Commission	4.10	Vacant, unimproved	Good	Undeveloped open space	N	P	No
18-7	390 WETHERSFIELD ST	Dodge Reservation	Conservation Commission	193.30	Passive recreation, trail network, YMCA	Excellent	Passive recreation, hiking	Y	CR	CPA

19-1-A	0 HILLSIDE ST	Conservation land	Conservation Commission	26.73	Vacant, unimproved	Good	Undeveloped open space	N	P	No
19-1-B	0 HILLSIDE ST	Conservation land	Conservation Commission	25.30	Vacant, unimproved	Good	Undeveloped open space	N	P	No
19-8-14	355 WETHERSFIELD ST	Conservation land	Conservation Commission	3.60	Vacant, unimproved	Good	Undeveloped open space	N	P	No
19-8-15	351 WETHERSFIELD ST	Conservation land	Conservation Commission	1.40	Vacant, unimproved	Good	Undeveloped open space	N	P	No
26-10	89 WAREHOUSE LN	Conservation land	Conservation Commission	14.05	Vacant, unimproved	Good	Undeveloped open space	Y	CR	LAND
26-11	81 WAREHOUSE LN	Conservation land	Conservation Commission	11.50	Vacant, unimproved	Good	Undeveloped open space	Y	CR	LAND
26-26-1	239 MAIN ST LOT A	Bradstreet Farm Conservation Area	Conservation Commission	103.30	Undeveloped open space, community gardens	Good	Potential for passive recreation, trails	Y	CR	CPA
27-16	0 SHATSWELLS	Shatswell's Woods	Conservation Commission	5.00	Vacant, unimproved	Good	Undeveloped open space	N	P	No
28-27	89 FENNO DR	Conservation land	Conservation Commission	3.52	Vacant, unimproved	Good	Undeveloped open space	N	P	No
31-20	0 MAIN ST	Conservation land	Conservation Commission	4.50	Vacant, unimproved	Good	Undeveloped open space	N	P	No
32-26	0 SANDY BRIDGE RD	Sandy Bridge	Conservation Commission	1.75	Vacant, unimproved	Good	Undeveloped open space	N	P	No
17-20-41	9 TURCOTTE MEMORIAL DR	Conservation land	Conservation Commission	2.01	Vacant, unimproved	Good	Undeveloped open space	N	P	No
5-109	0 HAVERHILL ST	n/a	Board of Selectmen	0.20	Vacant, unimproved	Good	Undeveloped open space	N	U	No
6-32	17 MEETINGHOUSE RD	Pulpit Rock Burial Ground	Board of Selectmen	0.52	Cemetery	Good	Passive walking	Y	U	No
6-33	0 PULPIT ROCK	Pulpit Rock Burial Ground	Board of Selectmen	0.70	Cemetery	Good	Passive walking	Y	U	No
6-4	173 LESLIE RD	Pulpit Rock Burial Ground	Board of Selectmen	1.00	Cemetery	Good	Passive walking	Y	P	No
8-19-16	15 INTERVALE CIR	n/a	Board of Selectmen	0.34	Vacant, unimproved	Good	Undeveloped open space	N	U	No
14-3-1	0 MEADOWS LN	n/a	Board of Selectmen	0.03	Vacant, unimproved	Good	Undeveloped open space	N	U	No
14-3-4	0 MEADOWS LN	n/a	Board of Selectmen	0.55	Vacant, unimproved	Good	Undeveloped open space	N	U	No
14-3-5	0 MEADOWS LN	n/a	Board of Selectmen	0.10	Vacant, unimproved	Good	Undeveloped open space	N	U	No
17-20-97	0 TURCOTTE MEMORIAL DR	n/a	Board of Selectmen	0.41	Vacant, unimproved	Good	Undeveloped open space	N	U	No
17-20-99	W OX PASTURE LN	n/a	Board of Selectmen	0.40	Vacant, unimproved	Good	Undeveloped open space	N	U	No
24-47	0 CROSS ST	n/a	Board of Selectmen	5.00	Vacant, unimproved	Good	Undeveloped open space	N	U	No
25-35-1	221 MAIN ST	n/a	Board of Selectmen	3.33	Vacant, meadow	Good	Designated for active recreation	When school is not in session	U	No
25-37-1	215 MAIN ST	n/a	Board of Selectmen	2.38	Vacant, mowed field	Good	Designated for active recreation	When school is not in session	U	No
25-113	0 TOWN COMMON	Town Common	Board of Selectmen	1.90	Town common, gazebo, benches	Good	Passive recreation, town events	Y	U	No
26-6	100 WAREHOUSE LN	Town Landing	Board of Selectmen	0.69	Boat launch, boat dock, moorings	Good	Boating	Permit required for trailer parking	U	No
26-26-2	239 MAIN ST LOT C	Bradstreet Farm Conservation Area	Board of Selectmen	9.06	Vacant, unimproved	Good	Potential for passive recreation, trail network	Y	U	CPA
26-26-3	239 MAIN ST LOT D	Bradstreet Farm Conservation Area	Board of Selectmen	2.00	Vacant, unimproved	Good	Potential affordable housing	N	U	CPA
27-6-3	340 MAIN ST	n/a	Board of Selectmen	2.32	Vacant, unimproved	Good	Undeveloped open space	N	U	No
37-35	0 CLUB HEAD CREEK	n/a	Board of Selectmen	1.50	Vacant, unimproved	Good	Undeveloped open space	N	U	No

13-1	465 HAVERHILL ST	Eiras Park	Board of Selectmen Police Department Fire Department	17.50	Active recreation, ball fields, batting cages, playground	Excellent	Active recreation	Y	U	CPA
25-82	141 MAIN ST	Rowley Public Library	Board of Selectmen	1.10	Library	Excellent	Educational and community events	Y	U	No
25-84	133 MAIN ST	Rowley Burial Grounds	Board of Selectmen	13.33	Cemetery	Good	Passive walking	Y	P	No
25-88	0 CEMETERY	Rowley Burial Grounds	Board of Selectmen	6.40	Cemetery	Good	Passive walking	Y	P	No
25-40	191 MAIN ST	Pine Grove School	Board of Selectmen	16.19	Elementary school, playground, basketball courts, ball fields, classroom garden	Excellent	Education and active recreation	When school is not in session	U	No
30-10	58 RED GATE RD	Old landfill site	Board of Selectmen	13.40	Capped landfill	Good	None	N	U	No
24-120	36 SCHOOL ST	n/a	Board of Selectmen	1.00	Vacant, unimproved	Good	Undeveloped open space	N	U	No
14-9-28	55 TROWBRIDGE CIR	Smallpox Cemetery	Board of Selectmen	0.23	Cemetery	Good	Passive walking	Y	P	No
15-3	40 INDEPENDENT ST	Highway Department	Highway Department	1.04	Municipal building	Good	None	N	U	No
8-39	24 DANIELS RD	Municipal Lighting Dept	Light Department	2.80	Municipal building	Good	None	N	U	No
8-40	24 POWERHOUSE LN	Municipal Lighting Dept	Light Department	0.93	Municipal building	Good	None	N	U	No
14-22-1	NEWBURYPORT TNPk	Municipal Lighting Dept	Light Department	1.21	Municipal building	Good	None	N	U	No
15-16	47 SUMMER ST	Municipal Lighting Dept	Light Department	1.50	Municipal building	Good	None	N	U	No
1-39	NEWBURY RD	Tax taking	Board of Selectmen	4.00	Vacant, unimproved	Good	Undeveloped open space	N	U	No
8-64	HAVERHILL ST	Tax taking	Board of Selectmen	1.50	Vacant, unimproved	Good	Undeveloped open space	N	U	No
9-37	0 DANIELS RD	Tax taking	Board of Selectmen	4.00	Vacant, unimproved	Good	Undeveloped open space	N	U	No
11-45	7 BROOK ST	Tax taking	Board of Selectmen	0.69	Vacant, unimproved	Good	Undeveloped open space	N	U	No
16-6	275 NEWBURYPORT TNPk	Tax taking	Board of Selectmen	1.00	Vacant, unimproved	Good	Undeveloped open space	N	U	No
17-26	195 WETHERSFIELD ST	Tax taking	Board of Selectmen	11.20	Vacant, unimproved	Good	Undeveloped open space	N	U	No
17-36-27	0 SAUNDERS LN LOT K	Tax taking	Board of Selectmen	0.46	Vacant, unimproved	Good	Undeveloped open space	N	U	No
18-5-9	464 NEWBURYPORT TNPk	Tax taking	Board of Selectmen	1.21	Vacant, unimproved	Good	Undeveloped open space	N	U	No
18-5-10	472 NEWBURYPORT TNPk	Tax taking	Board of Selectmen	0.93	Vacant, unimproved	Good	Undeveloped open space	N	U	No
18-5-11	480 NEWBURYPORT TNPk	Tax taking	Board of Selectmen	0.94	Vacant, unimproved	Good	Undeveloped open space	N	U	No
18-5-12	304 WETHERSFIELD ST	Tax taking	Board of Selectmen	0.94	Vacant, unimproved	Good	Undeveloped open space	N	U	No
18-5-13	308 WETHERSFIELD ST	Tax taking	Board of Selectmen	0.93	Vacant, unimproved	Good	Undeveloped open space	N	U	No
18-5-14	312 WETHERSFIELD ST	Tax taking	Board of Selectmen	0.93	Vacant, unimproved	Good	Undeveloped open space	N	U	No
19-8-3	516 NEWBURYPORT TNPk	Tax taking	Board of Selectmen	0.99	Vacant, unimproved	Good	Undeveloped open space	N	U	No
19-8-16	347 WETHERSFIELD ST	Tax taking	Board of Selectmen	2.50	Vacant, unimproved	Fair	Hiking, trail network, wildlife viewing	N	U	No
20-3	0 HILLSIDE ST	Tax taking	Board of Selectmen	0.28	Vacant, unimproved	Good	Undeveloped open space	N	U	No
21-28	71 ONEWBURYPORT TNPk	Tax taking	Board of Selectmen	0.81	Vacant, unimproved	Good	Undeveloped open space	N	U	No
30-29	0 DYKE ST	Tax taking	Board of Selectmen	4.00	Vacant, unimproved	Good	Undeveloped open space	N	U	No
25-83	139 MAIN ST	Town Hall	Board of Selectmen	1.10	Municipal building	Good	Town Hall meetings and events	Y	U	No
24-131	39 CENTRAL ST	Town Hall Annex	Board of Selectmen	0.82	Municipal building	Good	Town Hall annex meetings	Y	U	No

13-8	435 HAVERHILL ST	Wellfield #2	Board of Selectmen Water Department	6.26	Decommissioned ballfield, water department facility	Good	Passive recreation	N	U	No
2-30	0 BOXFORD RD	Zone I & II	Water Department	12.56	Water department facilities	Good	None	N	P	No
4-12-1	64 PINGREE FARM RD	Wellfield #5	Water Department	16.13	Well site	Good	None	N	P	No
5-76	129 BOXFORD RD	Wellfield #3	Water Department	33.70	Well site	Good	None	N	P	No
13-6	457 HAVERHILL ST	Town Land	Water Department	8.99	Vacant, unimproved	Good	Undeveloped open space	Y	P	No
13-7	451 HAVERHILL ST	Town Land	Water Department	10.00	Vacant, unimproved	Good	Undeveloped open space	N	P	No
15-86	42 HAVERHILL ST	Wellfield #1	Water Department	8.54	Well site	Good	None	N	P	No
15-97	124 HAVERHILL ST	Water Tanks	Water Department	2.85	Well site	Good	None	N	P	No
21-33-2	401 CENTRAL ST	Water Department	Water Department	4.30	Water department facilities	Good	None	N	U	No

**Public Access Codes**

- Y - Open to the public
- N - Not open to the public

**Protection Status Codes**

- P - Protected in perpetuity
- CR - Protected by a Conservation Restriction
- U - Unprotected

**Public Grant Codes**

- CPA - Community Preservation Act
- LAND – Massachusetts Local Acquisitions for Natural Diversity, previously known as State Self Help Grant

**Table A.2 Private Properties Under Chapters 61, 61A and 61B**

<u>Owner</u>	<u>Co-Owner</u>	<u>Map</u>	<u>Block</u>	<u>Lot</u>	<u>Location</u>	<u>Property Class</u>	<u>Total Land Area</u>	<u>Land Area in Chapter</u>	<u>Chapter of Law</u>	<u>Notes</u>
BILLIEBO FARM LLC		9	11		204 DODGE RD	7200	14.08	13.16	61 A Agric/Hort	
BILLIEBO FARM LLC		9	13		214 DODGE RD	7180	3.40	3.40	61 A Agric/Hort	
BILLIEBO FARM LLC		9	14		220 DODGE RD	7180	2.46	2.46	61 A Agric/Hort	
BILLIEBO FARM LLC		9	15		224 DODGE RD	7180	1.00	1.00	61 A Agric/Hort	
BILLIEBO FARM LLC		9	16		230 DODGE RD	7180	1.00	1.00	61 A Agric/Hort	
RICKER DEBRA A		8	37		585 HAVERHILL ST	7130	23.16	22.24	61 A Agric/Hort	
BLAIR SEAN		4	36		887 HAVERHILL ST	7130	13.10	8.00	61 A Agric/Hort	New FY15
BLAIR ST PETER KATHERINE		31	21	16	39 KITTELY AVE	7180	5.88	4.96	61 A Agric/Hort	
CONTOIS WAYNE	CONTOIS SHARON M	21	35	1	349 CENTRAL ST	7170	8.44	7.52	61 A Agric/Hort	New Owner FY15
FREITAG WILLIAM T	FREITAG PATRICIA	24	40		157 CENTRAL ST	7190	5.82	4.82	61 A Agric/Hort	
HERRICK DAVID S		8	46		DANIELS RD	7170	15.00	15.00	61 A Agric/Hort	New FY06
HERRICK WILLIAM H III	HERRICK SUSAN	9	1		14 MILL RD	7130	5.50	4.58	61 A Agric/Hort	
KASSIOTIS GREGORY G		11	58	6	579 WETHERSFIELD ST	7180	6.20	5.28	61 A Agric/Hort	
MEHAFFEY WILLIAM C	MEHAFFEY MICHAEL	1	36		NEWBURY RD	7130	28.44	27.64	61 A Agric/Hort	New Owner FY17
MURRIN ROBERT A JR	MURRIN RACHEL	31	21	23	59 KITTELY AVE	7180	31.07	30.15	61 A Agric/Hort	
NORCROSS JAMES R	NORCROSS KAREN A	6	2		LESLIE RD	6010	34.80	34.80	61 Forestry	
ROWLEY GOLF COURSE LLC		9	21		237 DODGE RD	8050	76.20	74.82	61 B Recreation	New FY16
SABATINI MICHAEL A	FAULKNER MICHELLE G	26	26	4	239 MAIN ST	7160	6.97	5.97	61 A Agric/Hort	New FY14
SAUNDERS JOSEPH M	SAUNDERS JAN W	24	42	1	2 CROSS ST	7130	7.70	6.70	61 A Agric/Hort	New FY11

Owner	Co-Owner	Map	Block	Lot	Location	Property Class	Total Land Area	Land Area in Chapter	Chapter of Law	Notes
SEAVIEW RETREAT INC		28	6		285 CENTRAL ST	6010	20.00	20.00	61 Forestry	
SEAVIEW RETREAT INC		28	11		255 CENTRAL ST	6010	17.83	17.83	61 Forestry	
SEAVIEW RETREAT INC		28	65		50 MANSION DR	6010	10.39	6.29	61 Forestry	
SEAVIEW RETREAT INC		28	67		MANSION DR	6010	5.85	5.85	61 Forestry	
SEAVIEW RETREAT INC		29	5		MANSION DR	7180	2.00	2.00	61 A Agric/Hort	
SEAVIEW RETREAT INC		29	6		FENNO DR	7180	3.50	3.50	61 A Agric/Hort	
SEAVIEW RETREAT INC		29	10		OX PASTURE	7130	9.00	9.00	61 A Agric/Hort	New FY09
THE HERRICK FARM TRUST	HERRICK SAMUEL TRUSTEE	9	2		MILL RD	7200	15.34	15.34	61 A Agric/Hort	
TOMPKINS BRUCE	TOMPKINS SARAH B	10	5		74 LONG HILL RD	7130	11.00	10.08	61 A Agric/Hort	
TOMPKINS BRUCE	TOMPKINS SARAH B	10	8		65 LONG HILL RD	7200	12.40	12.40	61 A Agric/Hort	
TOMPKINS BRUCE ET AL	DESJARDINS STEPHANIE	10	8		75 LONG HILL RD	7200	34.90	30.30 Ch 61	4.60 Ch 61A	
TOMPKINS BRUCE E	TOMPKINS SARAH B	10	4		66 LONG HILL RD	7130	3.00	3.00	61 A Agric/Hort	
TRS MAVEN REVOCABLE TRUST	BERKOWITZ BONNI ET AL TRUSTEES	11	53		623 WETHERSFIELD ST	6010	15.16	11.22	61 Forestry	New FY2012
TRS MAVEN REVOCABLE TRUST	BERKOWITZ BARBARA A TRUSTEE	11	54	1	REAR WETHERSFIELD ST	6010	0.37	0.37	61 Forestry	New FY2012
TRS MAVEN REVOCABLE TRUST	BERKOWITZ BARBARA A TRUSTEE	11	54		REAR WETHERSFIELD ST	6010	8.89	8.89	61 Forestry	New FY2012
TRS MAVEN REVOCABLE TRUST	BERKOWITZ BARBARA A TRUSTEE	11	56		OFF PINE NEEDLE LN	6010	4.02	4.02	61 Forestry	New FY2018
TRS MAVEN REVOCABLE TRUST	BERKOWITZ BONNI ET AL TRUSTEES	11	58	1	607 WETHERSFIELD ST	6010	4.00	1.95	61 Forestry	New FY2012
TRS MAVEN REVOCABLE TRUST	BERKOWITZ BONNI ET AL TRUSTEES	11	58	2	599 WETHERSFIELD ST	6010	1.11	1.11	61 Forestry	New FY2012
TRS MAVEN REVOCABLE TRUST	BERKOWITZ BONNI ET AL TRUSTEES	11	58	2	615 WETHERSFIELD ST	6010	0.93	0.71	61 Forestry	New FY2012
TOMPKINS BRUCE ET AL	DESJARDINS STEPHANIE	10	5		100 LONG HILL RD	7130	113.41	103.40 Ch 61	10.01 Ch 61A	





<u>Owner</u>	<u>Co-Owner</u>	<u>Map</u>	<u>Block</u>	<u>Lot</u>	<u>Location</u>	<u>Property Class</u>	<u>Total Land Area</u>	<u>Land Area in Chapter</u>	<u>Chapter of Law</u>	<u>Notes</u>
TRS HERRICK FARM TRUST	HERRICK DAVID S TRUSTEE	9	34	2	DODGE RD	172	5.02	5.02	61 A Agric/Hort	
TRS HERRICK FARM TRUST	HERRICK DAVID S TRUSTEE	10	6		OFF MILL RD	7180	36.00	36.00	61 A Agric/Hort	
TRS KITTELY AVE REALTY TRUST	C/O JUDITH COMLEY	28	83		135 KITTELY AVE	7130	70.00	68.62	61 A Agric/Hort	
TRS RALPH E ESTEY SR LIVING TRS	ESTEY RALPH E SR TRUSTEE	31	2		464 MAIN ST	7170	3.27	3.27	61 A Agric/Hort	
TRS KITTELY AVE REALTY TRUST	COMLEY STEPHEN TRUSTEE	28	70		25 BOWLERY DR	7130	3.08	3.08	61 A Agric/Hort	New FY14
TRS HOMESTEAD REALTY TRUST	COMLEY JUDITH TRUSTEE	28	75		39 MANSION DR	7180	7.00	5.62	61 A Agric/Hort	
TRS HOMESTEAD REALTY TRUST	COMLEY JUDITH TRUSTEE	28	77		15 MANSION DR	7180	1.00	1.00	61 A Agric/Hort	
TRS HOMESTEAD REALTY TRUST	COMLEY JUDITH TRUSTEE	28	78		ORCHARD DR	7180	1.00	1.00	61 A Agric/Hort	
TRS HOMESTEAD REALTY TRUST	COMLEY JUDITH L TRUSTEE	28	79		5 MANSION DR	7130	1.05	1.05	61 A Agric/Hort	
TRS HOMESTEAD REALTY TRUST	COMLEY JUDITH L TRUSTEE	28	80		ORCHARD DR	7180	0.95	0.95	61 A Agric/Hort	
TRS RALPH E ESTEY SR LIVING TRS	ESTEY RALPH E SR TRUSTEE	31	4		MAIN ST FAR LOT	7170	12.00	12.00	61 A Agric/Hort	
TRS RALPH E ESTEY SR LIVING TRS	ESTEY RALPH E SR TRUSTEE	31	6		492 MAIN ST	7120	29.75	28.83	61 A Agric/Hort	
TRS RALPH E ESTEY SR LIVING TRS	ESTEY RALPH E SR TRUSTEE	31	7		OFF MAIN ST	7170	3.13	3.13	61 A Agric/Hort	
TRS RALPH E ESTEY SR LIVING TRS	ESTEY RALPH E SR TRUSTEE	31	8		SANDY BRIDGE RD	7170	3.00	3.00	61 A Agric/Hort	
PAGE ARTHUR S JR	PAGE BARBARA F	30	19		RED GATE RD	7130	50.00	50.00	61 A Agric/Hort	New FY09
TRS THE EASY STREET REALTY TRUST	PACENKA GEORGE J ET AL TRUSTEES	28	2		1 EASY ST	7130	8.74	7.82	61 A Agric/Hort	
TRS TOMPKINS DESJARDINS TRUST	TOMPKINS BRUCE E ET AL TRUSTEES	4	35		LONG HILL RD	6010	72.90	72.90	61 Forestry	
TRS TOMPKINS DESJARDINS TRUST	TOMPKINS BRUCE E ET AL TRUSTEES	9	23	24	EMILY LN	7170	0.92	0.92	61 A Agric/Hort	
TRS TOMPKINS DESJARDINS TRUST	TOMPKINS BRUCE E ET AL TRUSTEES	9	23	25	EMILY LN	7170	0.92	0.92	61 A Agric/Hort	
TRS TOMPKINS DESJARDINS TRUST	TOMPKINS BRUCE E ET AL TRUSTEES	9	23	30	EMILY LN	7170	0.92	0.92	61 A Agric/Hort	

<u>Owner</u>	<u>Co-Owner</u>	<u>Map</u>	<u>Block</u>	<u>Lot</u>	<u>Location</u>	<u>Property Class</u>	<u>Total Land Area</u>	<u>Land Area in Chapter</u>	<u>Chapter of Law</u>	<u>Notes</u>
PIKUL FARM ROWLEY LLC		31	9		OFF MAIN ST	7200	3.76	3.76	61 A Agric/Hort	New Own FY21
PIKUL FARM ROWLEY LLC		31	19		630 MAIN ST	7130	90.60	90.60	61 A Agric/Hort	New Own FY21
TRS TOMPKINS DESJARDINS TRUST	TOMPKINS BRUCE E ET AL TRUSTEES	9	23		DANIELS RD	6010	121.36	114.36 Ch 61	7.00 Ch 61A	Partial Release FY21
TRS TOMPKINS DESJARDINS TRUST	TOMPKINS BRUCE E ET AL TRUSTEES	10	5	7	302 DODGE RD	7180	2.28	1.36	61 A Agric/Hort	
PIKUL FARM ROWLEY LLC		34	2		714 MAIN ST	7180	32.73	30.33	61 A Agric/Hort	New Own FY21
PIKUL FARM ROWLEY LLC		34	8	1	715 MAIN ST	170	39.43	38.43	61 A Agric/Hort	New Own FY21

**Table A.3 Private Properties with Conservation Restriction**

Site Name	Fee Owner	Map	Block	Lot	Year Established	Acreage	Primary Purpose	Public Access	Level of Protection
GLEN MILLS CR (28 Glen St)	Phil McGowan	21	5	1	2013	2.8374	C	N	P
MINISTER'S WOODLOT (645 Main St)	First Congregational Church of Rowley	33	20		2000	20.9974	C/H	Y	P
WILD PASTURE OPEN SPACE	Wild Pasture Estates Trust	23	38/ 38-3/ 39		2005	37.23	C	Y	P
TWIN HILL FARMS OPEN SPACE	John Sullivan/Christian Mason	5	40	1-5	2018	5.69	C	Y	P
179 NEWBURY ROAD	Harrison E. Tenney Jr Revocable Trust	1	36		2018	27.534	C	Y	P
ROWLEY COUNTRY CLUB	Rowley Greens LLC	9	21		2013	76.2	C	Y	P
KENT CR (Deerfield Ln)	Donna K Twombly	27	54			5.07	C	N	P
PINGREE FARM CONDO DEVELOPMENT	Benoit Bass Realty/Pingree Farms LLC	4	11	1-5	2005	14.46	C	N	P
FOREST RIDGE OPEN SPACE	Coughlin/Gateway Trust II of 1997	7	9		2009	48.845	C	Y	P
FOX MEADOWS	545 Newburyport Turnpike LLC	22	34	1-5	2005	28.39	C	Y	P
RED GATE WOODS	Page et al.	30	19		2005	48.84	C	N	P
121 PATMOS ROAD	Margaret Hubbard	35	8		1999	4.99	C	N	P
ROUGH MEADOWS	Mass Audubon	33/34/35	7, 8, 9, 22, 24, 25, 27/13, 18, 20, 21, 22, 23, 28, 36/11		2012	70	C	Y	P

**Primary Purpose**

- C = Conservation
- R = Recreation
- H = Historical
- W = Water Supply

**Public Access**

- Y = Yes
- N = No

**Level of Protection**

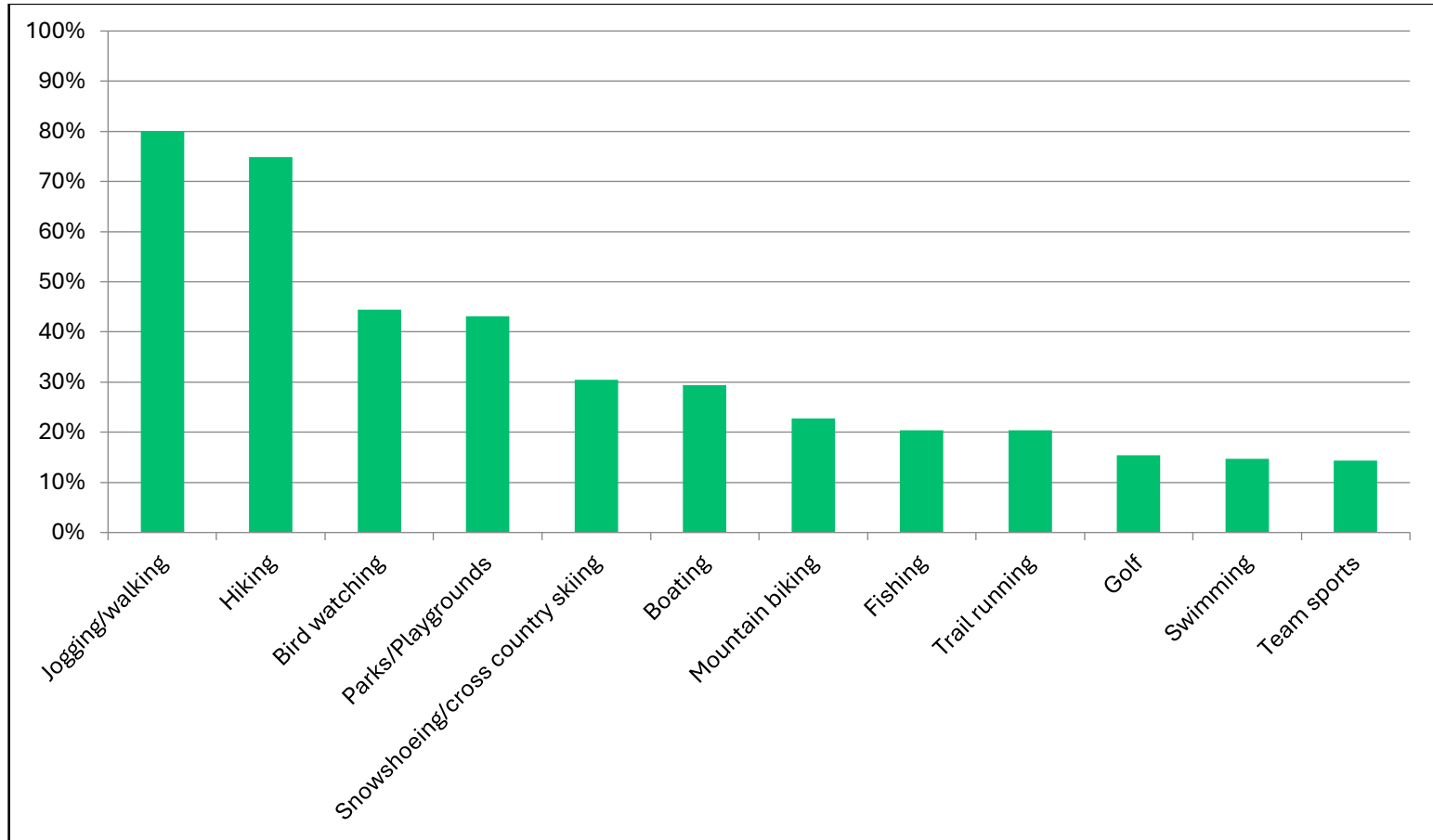
- P = Protected in perpetuity
- T = Temporary protection

## **Appendix B**

# **TOWN OF ROWLEY OPEN SPACE SURVEY**

## **2021 SUMMARY OF RESPONSES**

**Q1: What outdoor activities do you enjoy doing in Rowley?**



*Write-in responses included:* Dog walking, horseback riding, road biking, town events, hunting, enjoying nature, ice skating, nature photography, skateboarding, and kayaking.

**Q2: Do you visit the trails, open spaces, and parks in Rowley?**

76.6% said "Yes"

21.7% said "No"

Those who answered "Yes," were asked to write-in the trails, open spaces, and parks they utilize:

16.3%	Dodge Reservation / YMCA Camp / Cedar Mill / Girl Scout / Smith Lane / Trail behind Eiras that connects to YMCA camp / land behind police station
14.8%	Rough Meadows / Patmos / Stackyard / Nelson Island / Parker River NWR
12.7%	Georgetown-Rowley State Forest / "Trail that goes out to 95 overpass"
9.4%	Eiras Park / Playground behind police station / "the playground" / Kids Kingdom
7.9%	Hunsley Hills
6.9%	Prospect Hill / path up to water tower / old ski field / BCT
5.1%	Pingree Farm / Boxford Rd / the field west of Boxford Rd
5.1%	Arthur Ewell Reservation / Greenbelt space on Haverhill St / Upper Mill Pond
3.9%	Town Common
1.8%	Willowdale
1.8%	Town Landing / boat ramp
1.5%	Dow Brook Conservation Area / trail behind ice cream shop
1.5%	William Forward Wildlife Management Area
1.2%	Hellcat Interpretive Trail on Plum Island / Plum Island boardwalks
1.2%	Rowley Country Club
1.2%	"Trails near my home"
0.9%	Community Garden
0.9%	Bradstreet Farm
0.9%	Mehaffey Farm
0.9%	Town cemetery
0.9%	"Areas off 133"
0.6%	Cleveland Farm / Trails off Boxford and Newbury Roads
0.6%	Behind Hart's Way / property behind Harts-Sullivans
0.6%	Pine Grove

**Q3: Please rate your comfort or familiarity with accessing and using open spaces and trails.**

23.5% responded, "Not at all comfortable - I don't know where the open space and trails are."

14.9% responded, "Somewhat comfortable - I use them occasionally but only with my family/friends."

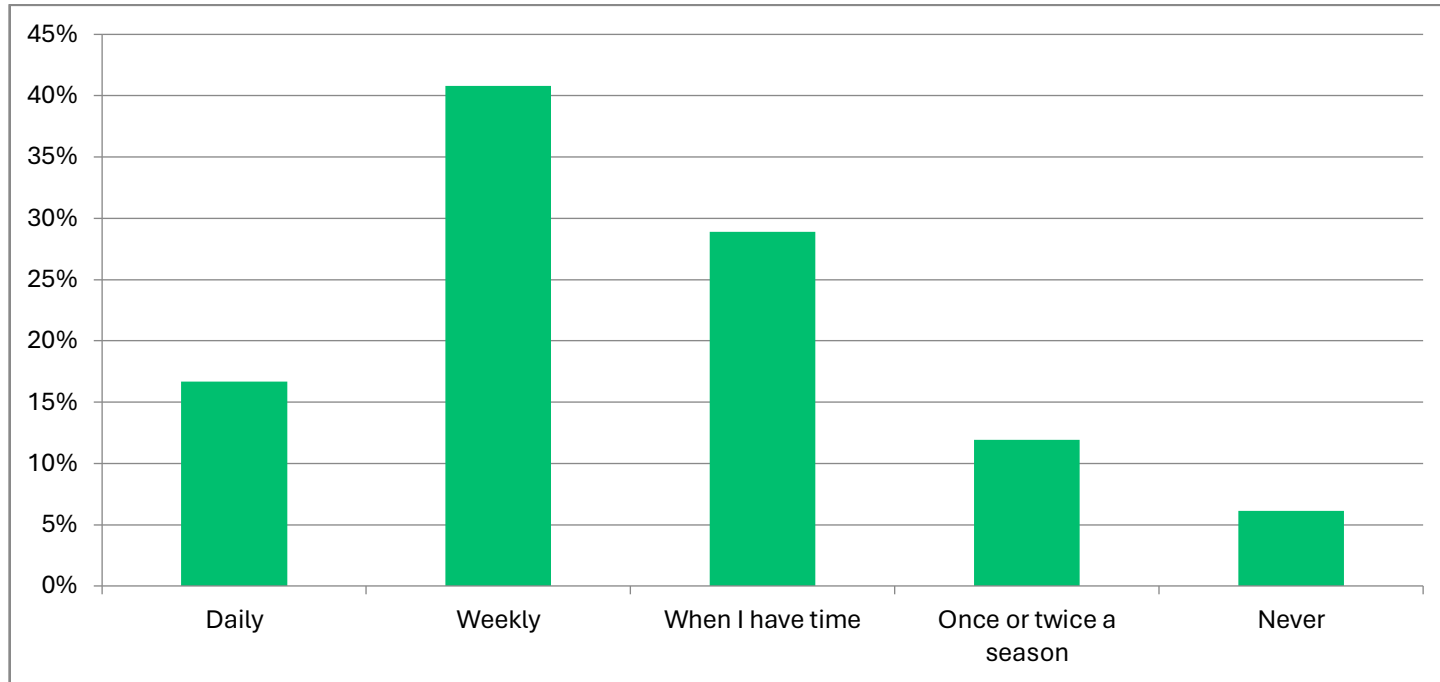
37.4% responded, "Somewhat comfortable - I know where one or two are and use those."

23.2% responded, "Comfortable - I use the open spaces and trails in Rowley regularly."

**Q4: If you have had intentions to visit or utilize an open space or trail, what barriers have you encountered to your participation?**

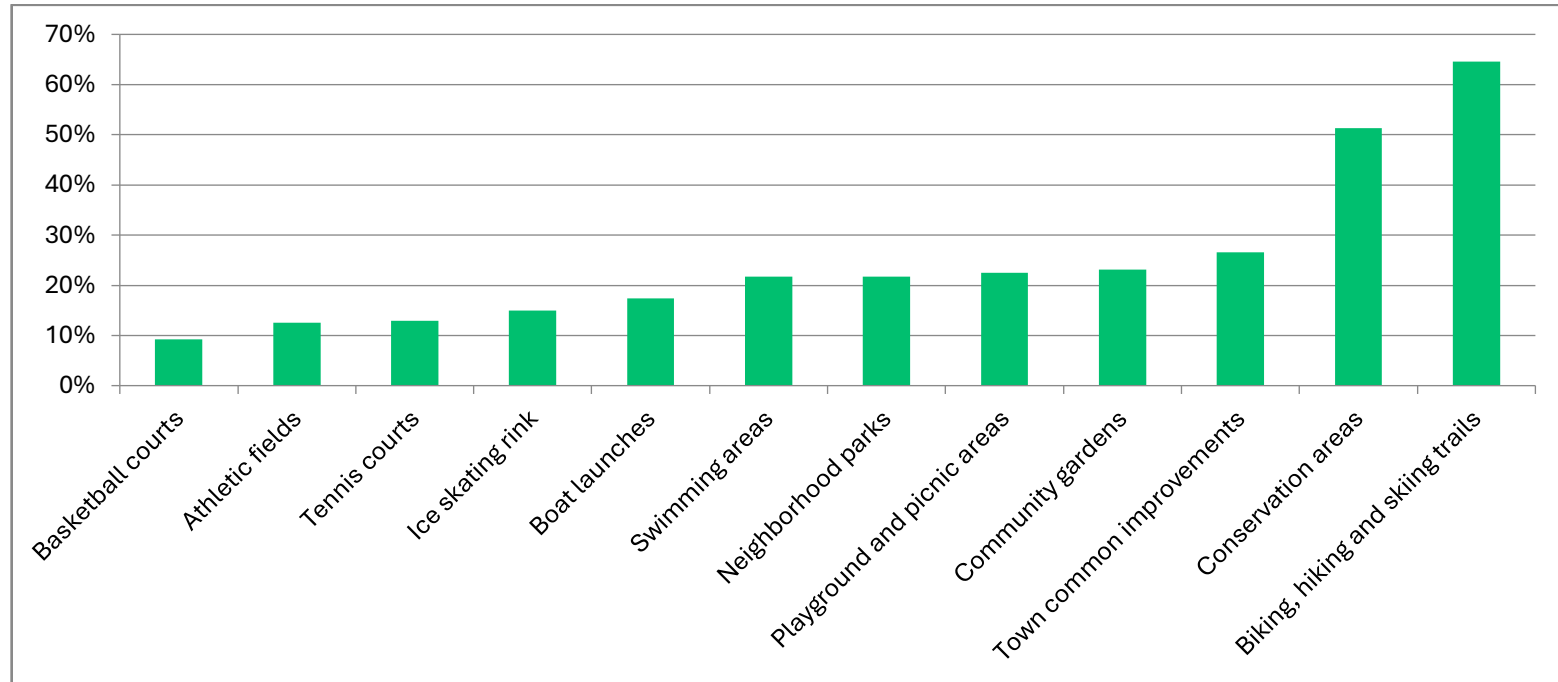
23%	Unsure where trailheads or open spaces are located
18%	Parking can be difficult to find
13%	Would like map or trail guide
8%	Concerned about lack of trail markers or getting lost
6%	Concerned about trail obstructions, conditions, or accessibility
6%	Do not know what open spaces are available to the public
6%	Do not want to deal with ticks, mosquitos, or other insects
4%	Trails are not well maintained
3%	New to the area
3%	Cannot bring my dog(s) on certain trails
3%	Concerned about encountering hunters
3%	Do not want to go alone
2%	Do not like encountering off leash dogs
2%	Too many people
1%	Maps are difficult to follow
1%	Want more trails
0%	Dislike trash found on trails

**Q5: In the past year, how often did you actively participate in outdoor activities in Rowley (away from your residence)?**





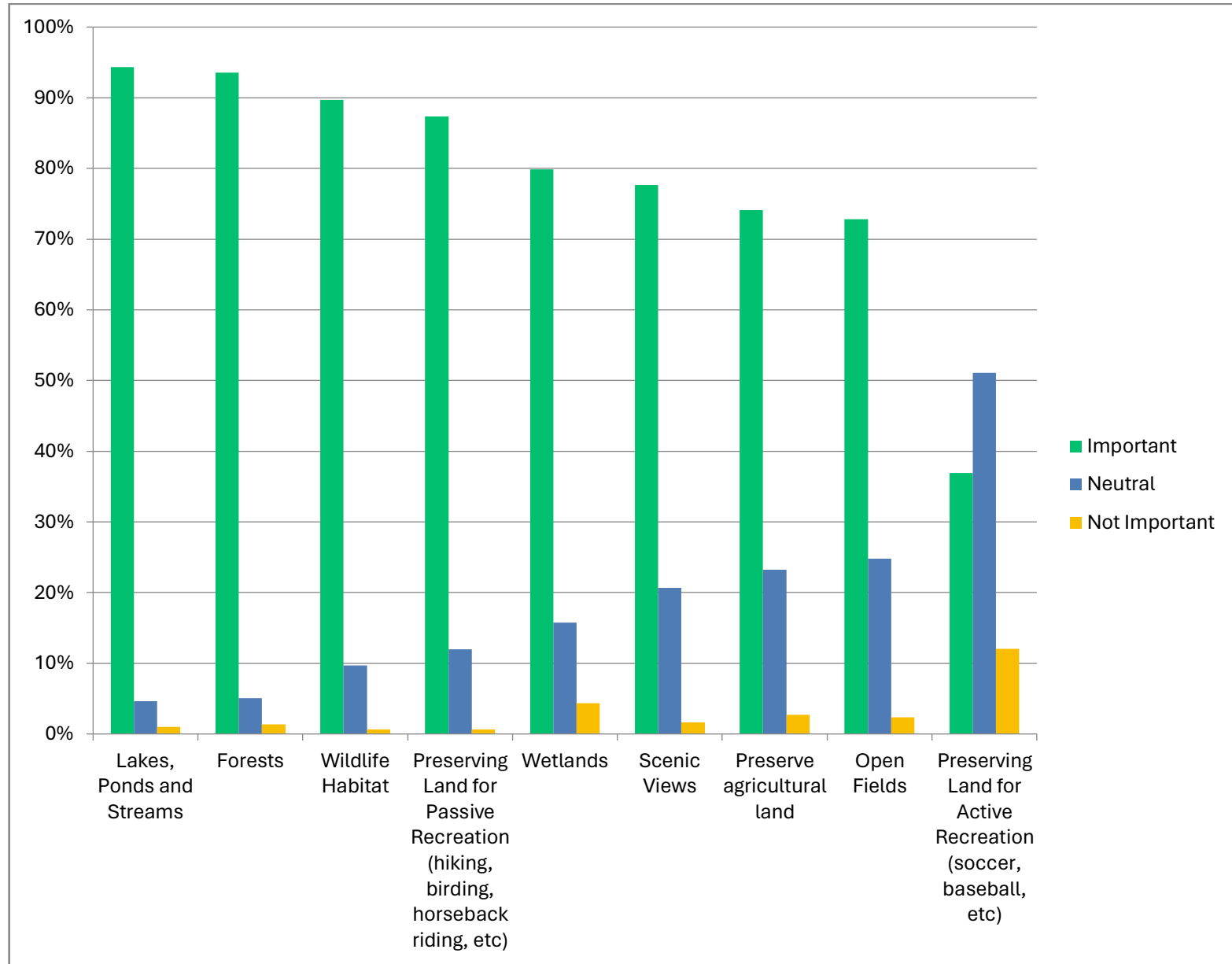
**Q6: Please check the top three recreational facilities you feel are needed.**



**Q7: What town actions do you favor to preserve open space? (check all that apply)**

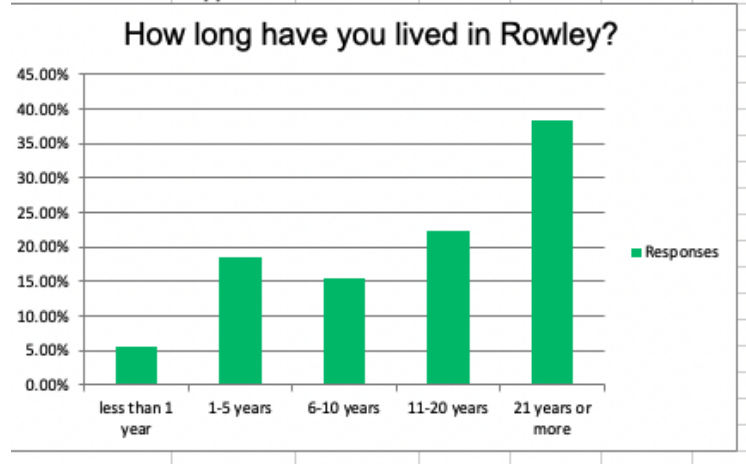
Land should be developed for active recreational open space: example - athletic fields	25.59%
Land should be acquired and left undeveloped for future generations to develop for passive or active recreation	39.73%
Land should be acquired and developed for passive recreational use: example - trails	81.48%
Land should be acquired and dedicated for permanent conservation purposes: examples - wildlife habitats, wetlands, etc.	60.94%
None - the town should not preserve open space	2.02%

**Q8: How important is it to conserve the following natural resources:**



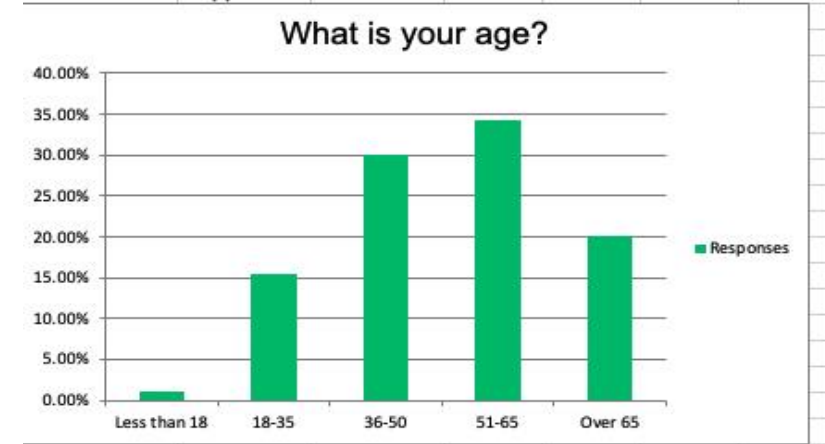
### Q9: How long have you lived in Rowley?

How long have you lived in Rowley?		
Answer Choices	Responses	
less than 1 year	5.56%	17
1-5 years	18.63%	57
6-10 years	15.36%	47
11-20 years	22.22%	68
21 years or more	38.24%	117
<b>Answered</b>	<b>306</b>	
<b>Skipped</b>	<b>1</b>	



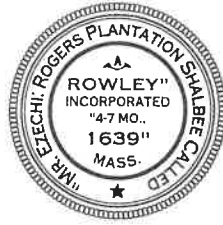
### Q10: What is your age?

What is your age?		
Answer Choices	Responses	
Less than 18	0.99%	3
18-35	15.51%	47
36-50	30.03%	91
51-65	34.32%	104
Over 65	20.13%	61
<b>Answered</b>	<b>303</b>	
<b>Skipped</b>	<b>4</b>	



# **Appendix C**

## **LETTERS OF SUPPORT**



BOARD OF SELECTMEN  
139 Main Street • PO Box 275  
Rowley, MA 01969  
Phone (978) 948-2372  
Fax (978) 948-8202  
selectmen@townofrowley.org

**Town of Rowley**  
Massachusetts 01969

TOWN ADMINISTRATOR  
139 Main Street • PO Box 275  
Rowley, MA 01969  
Phone (978) 948-2705  
Fax (978) 948-8202  
debbie@townofrowley.org

August 8, 2022

Brooke Ten Eyck  
Clerk  
Open Space Committee  
Town of Rowley

**RE: 2021 OPEN SPACE AND RECREATION PLAN**

Dear Clerk Brooke Ten Eyck and Members of the Open Space Committee:

The Open Space Committee, a subcommittee to the Conservation Commission, held a public meeting on Monday, September 27, 2021 to share updates to the Town of Rowley's Open Space and Recreation Plan prior to the submission to the State Executive Office of Energy and Environmental Affairs.

The Conservation Commission, on behalf of the Open Space Committee, provided the Board of Selectmen with a draft and a subsequent final copy of the 2021 Open Space and Recreation Plan, including recommendations for actions over the next seven years.

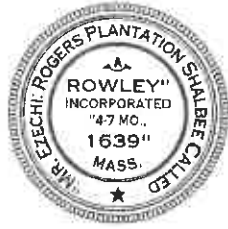
On behalf of the Board of Selectmen of the Town of Rowley, I am writing to confirm our review and support of the 2021 Town of Rowley Open Space and Recreation Plan.

Sincerely,

Robert Snow  
Chairman

C: Rowley Conservation Commission

Rowley Planning Board  
P.O. Box 714  
39 Central Street  
Rowley, MA 01969



Phone (978) 948-5549  
Fax (978) 948-7196  
planning@townofrowley.org  
www.town.rowley.ma.us

**PLANNING BOARD**  
TOWN OF ROWLEY  
MASSACHUSETTS 01969

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**September 19, 2022**

**RE: Planning Board review of the 2021  
Open Space and Recreation Plan**

To whom it may concern:

The Open Space Committee, a subcommittee to the Conservation Commission held a public meeting on Monday, September 27th, 2021 to share updates to the Town of Rowley's Open Space and Recreation Plan prior to submission to the State Executive Office of Energy and Environmental Affairs. Subsequently, the Conservation Commission, on behalf of the Open Space Committee provided the Planning Board with a draft and a subsequent final copy of the 2021 Open Space and Recreation Plan including recommendations for action for the next seven years.

Be advised that the Planning Board, at a public meeting held on August 24, 2022, reviewed the current draft of the document, and subsequently voted 5 in favor / 0 opposing to offer its support of the 2021 Open Space and Recreation Plan

Sincerely,

A handwritten signature in black ink, appearing to read 'Kirk Baker', is written over a light blue horizontal line.

Kirk Baker,  
Town Planner

CC: Planning Board  
Brent Baeslack, Conservation Commission  
Brook Ten Eyke, Clerk Open Space Committee

Town of Rowley Open Space Committee  
cc Brent Baeslack, Conservation Agent  
P. O. Box 24  
Rowley, MA 01969

Dear Rowley Open Space Committee,

On behalf of the Merrimack Valley Planning Commission, I am writing to express our support for the efforts of the Town of Rowley Open Space & Recreation Committee in completing Rowley's 2021 Open Space & Recreation Plan (OSRP). The OSRP provides a detailed narrative and maps that fulfill the criteria as outlined by the Executive Office of Energy and Environmental Affairs (EOEEA). We commend you for your dedication to enhancing the quality of life for residents through thoughtful planning and preservation of open spaces.

The Merrimack Valley Planning Commission fully supports the comprehensive approach taken by the Town of Rowley in developing this plan, which aligns with our shared regional goals for open space conservation and recreational enhancement. We believe that the strategies outlined in the plan will effectively address the needs of the community and contribute to the sustainable management of natural resources for future generations.

Once again, we extend our congratulations to the Open Space & Recreation Committee for their excellent work and commend the Town of Rowley for their proactive approach to preserving and promoting the open space network. We look forward to continuing our collaboration to ensure the successful implementation of the plan and the realization of its objectives.

Sincerely,



Jerrard Whitten  
Executive Director  
Merrimack Valley Planning Commission

# **Appendix D**

## **ADA SELF EVALUATION**



## **Appendix D: ADA Access Self-Evaluation**

This Appendix documents existing accessibility to Town conservation and recreation properties are to people with disabilities and provides a plan for improving accessibility over time. The Appendix includes a site-by-site inventory of all Town conservation and recreation properties under the jurisdiction of the Conservation Commission and Board of Selectmen, including suggestions for improvement where applicable.

### **Part I: Administrative Requirements**

1. ***Designation of an ADA Coordinator:*** See attached ADA Discrimination Policy designating the Town Administration as the Town's ADA Coordinator.
2. ***Grievance Procedures:*** Grievance procedures for all employees and the general public are outlined in the Town of Rowley Personnel Plan ADA Grievance Procedures, which was updated on February 4, 2019. The Town's ADA Coordinator and the Board of Selectmen work to improve the accessibility of public buildings for persons with disabilities. The ADA Coordinator serves as a general source of information on disability issues.
3. ***Public Notification Requirements:*** See attached ADA Discrimination Policy that states that the Town does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services or activities, or in the Town's hiring or employment practices. The Town makes available public informational notices from governmental and private organizations that promote nondiscriminatory practices. The Town's employment application stipulates the Town as such. The Town's Personnel Plan contains nondiscrimination statements.
4. ***Participation of Individuals with Disabilities or Organizations Representing the Disabled Community:*** George Pacenka, who has a physical disability, participated in the process of completing the Facility Inventory Self-Evaluation Surveys for the 2014 plan. Mr. Pacenka is an active member of the Agricultural Commission, oversees operations at the Bradstreet Community Garden, and participates actively in the Rowley Farmers' Market. He is also a Boy Scout leader who uses Rowley conservation lands for scout outings.

### **Part 2: Program Accessibility**

In reviewing recommendations from the 2014 Open Space and Recreation Plan, some steps have been taken to improve accessibility at Town-owned conservation and recreation properties, including installation of accessible parking spaces. The ADA Coordinator, Board of Selectmen, Conservation Commission, and Open Space Committee should continue to work together on further recommendations to continue to improve accessibility at the following Town-owned properties managed by the Conservation Commission and Board of Selectmen:

- Bradstreet Farm Conservation Area – Conservation Commission

- Dodge Reservation – Conservation Commission
- Eiras Park – Board of Selectmen
- Hunsley Hills – Conservation Commission
- Pingree Farm Conservation Area – Conservation Commission
- Rowley Town Common – Board of Selectmen
- Town Landing Conservation Area – Conservation Commission

### **Transition Plan:**

- ***Bradstreet Farm Conservation Area*** boasts 104 acres of conservation land, including the Town’s community garden. Access to the property is via a paved driveway from Route 1A. There is public parking available on an unimproved dirt lot near the community garden, but there is no signage or designated accessible parking spaces. Currently there are no maintained trails on the conservation land. It is recommended that a designated accessible parking space and interpretive signage be included in future plans for the property’s passive recreation development and maintenance.
- ***Dodge Reservation*** is a 200+ acre property that has over two miles of well-marked trails and fields with wetland and wooded views. Parking is located on the northern end at 390 Wethersfield Street and the southern end at Eiras Park.
- ***Eiras Park*** is the Town’s most significant active recreation facility. It includes two soccer fields, three baseball fields, and the Kid’s Kingdom Playground. The facility has a year-round accessible portable restroom adjacent to the Playground. The parking lot was recently paved and clearly-delineated accessible parking spaces were installed near the playground and ballfield. The Town is currently undergoing a renovation project funded by a Community Preservation Act grant in the amount of \$330,000. The project will update the playground to meet Massachusetts Architectural Board accessibility requirements, including replacement of swing set structure, pour-in-place accessible surfacing, and a new accessible walkway from the parking area to the playground.
- ***Hunsley Hills*** is located on the eastbound side of Route 133 and has three well-marked trails that rise from the parking lot and ascend a glacial drumlin. Due to the steep slope of these trails, it is not foreseeable to improve trail accessibility. The parking lot currently has one designated accessible parking spot, though lines are not clearly delineated, and the parking lot surface is unimproved.
- ***Pingree Farm Conservation Area*** is a property that consists of two parcels connected by a boardwalk. Parking is available off the eastern parcel on Boxford Road. A boardwalk connects the eastern parcel trails to the western parcel, which funnels into the Georgetown-Rowley State Forest. There is a designated accessible parking spot in the lot on Boxford Road. However, a metal gate and large boulder (meant to dissuade motorized vehicles) at the trailhead prevent the path from being accessible by wheelchair. Removal of the boulder should be coordinated by the Open Space Committee as advised by the Conservation Commission and Board of Selectmen. While the path from the parking lot, which is an old farm road, is relatively flat and seems to be a good candidate for developing a section of accessible trail (i.e. paved or packed dirt), a portion of the property is still be farmed. As a result, tractors and other farm equipment still utilize the

road, which may make it impractical to improve the path at this time. The path leads to the recently constructed boardwalk, which was built to ADA requirements.

- **Rowley Town Common**, located on Main Street in the center of Rowley, includes a bandstand which has been used for concerts in the summer months and a tree lighting festival in the winter. The Rowley Farmers' Market is hosted by the Common during the summer on Sunday mornings. Parking for activities can be found along the edge of the Common, on side streets, or at Town Hall. The Common is a fairly level property, which could accommodate wheelchairs if designated accessible parking spots were created with appropriate curb cuts provided to gain access to sidewalks.
- **Town Landing Conservation Area** is a 25-acre parcel of fields, woods, and salt marsh with access to the Rowley River for boaters. The site contains a boat ramp and parking area, including one designated accessible parking space. The site includes several acres of level field leading to an unmaintained footpath into the underbrush, which extends about 200 yards into the marsh. The site could be improved with interpretive signage located at the ramp, describing the 360-year historic nature of the site, as well as an ecological description of the salt marsh. These improvements could be undertaken by the Open Space Committee with oversight by the ADA Coordinator and Board of Selectmen.

### **Part 3 Employment Practices:**

1. **Recruitment:** Employment opportunities in the Town of Rowley are open to all. The Town of Rowley's job announcements include a nondiscrimination statement and are posted in accessible areas. Job announcements are provided in alternative formats upon request.
2. **Personnel Actions:** The Town of Rowley does not discriminate in recruitment, selection, hiring, and upgrading of positions.
3. **Leave Administration:** The Town of Rowley's leave of absence policies do not adversely affect qualified employees with disabilities.
4. **Training:** Training programs are administered in a manner that allows equal participation by qualified employees with disabilities.
5. **Tests:** Tests are job-related and nondiscriminatory towards persons with impaired communication abilities.
6. **Medical Examination/Questionnaires:** Pre-employment medical examinations are permissible only after conditional employment offers. Medical history questionnaires must not request information as to the nature or severity of an applicant's disability.
7. **Social/Recreational Programs:** Social and recreational programs sponsored by the community are accessible to employees with disabilities.
8. **Fringe Benefits:** Employees with disability are given the same employee benefits as non-disabled employees.
9. **Collective Bargaining Agreements:** Terms and practices of collective bargaining agreements do not contain provisions that limit the participation of qualified employees with disabilities.
10. **Wage and Salary Administration:** Employees with disabilities are not offered different rates of compensation solely on the basis of disability.

## Appendix 20

### TOWN OF ROWLEY ADA DISCRIMINATION POLICY

Rowley does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services or activities. Rowley does not discriminate on the basis of disability in its hiring or employment practices.

This notice is provided as required by Title II of the Americans with Disabilities Act (ADA) of 1990.

Questions, concerns, complaints or requests for additional information regarding the ADA may be forwarded to Rowley's designated ADA coordinator.

Name: Deborah Eagan

Title: Town Administrator/ADA Coordinator

Office Address: 139 Main Street, PO Box 275, Rowley, MA 01969

Phone Number: 978-948-2705

Fax Number: 978-948-8202

E-mail: [selectmen@townofrowley.org](mailto:selectmen@townofrowley.org)

Individuals who need auxiliary aids for effective communication in programs and services of Rowley are invited to make their needs and preferences known to the ADA Coordinator.

This notice is available in large print, on audio tape and in Braille from the ADA Coordinator.

# Appendix 21

## TOWN OF ROWLEY PERSONNEL PLAN ADA GRIEVANCE PROCEDURE

The Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act (ADA). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in employment practices and policies or in the provision of services, activities, programs or benefits by (Rowley).

The complaint should be in writing and contain information about the alleged discrimination, such as name, address and phone number of complainant and location, date and description of the problem. Alternate means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for people with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

ADA Coordinator  
Rowley Board of Selectmen  
978-948-2705  
[selectmen@townofrowley.org](mailto:selectmen@townofrowley.org)  
PO Box 275  
Rowley, MA 01969

The following time line is to be followed for complaints that are not urgent. A shorter time line will be implemented as appropriate for time-sensitive complaints where it is critical to resolve the issue by a certain date.

1. Within 15 calendar days after receipt of the complaint, the ADA Coordinator will meet with the complainant to discuss the complaint and possible resolutions.
2. Within 15 calendar days after the meeting, the ADA Coordinator will respond in writing, and, where appropriate, in a format accessible to the complainant, such as large print, Braille or audio tape. The response will explain the position of Rowley and offer options for substantive resolution of the complaint.
3. If the response of the ADA Coordinator does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision of the ADA coordinator within 15 calendar days after receipt of the response to the town board or its designee.
4. Within 15 calendar days after receipt of the appeal, the town board or its designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the town board or its designee will

## Appendix 21

respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

5. If the complaint is of immediate concern (for example, if a request for a sign language interpreter for an imminent meeting is denied), the ADA Coordinator will meet with the complainant as soon as possible, but no later than 24 hours after receipt of the complaint, to discuss possible resolutions.
6. If the response by the ADA Coordinator does not satisfactorily resolve the issue, the complainant may appeal the decision to the town board or its designee.
7. As soon as possible, but no later than 24 hours after receipt of the complaint, the town board or its designee will meet with the complainant to discuss the complaint and possible resolutions.
8. All complaints received by the ADA Coordinator, appeals to the town board or designee, and responses from the ADA coordinator and the town board or its designee will be kept by Rowley for at least three years.

## Appendix 2

### 2. The Massachusetts Commission Against Discrimination (MCAD)

#### **Boston Office**

One Ashburton Place  
Sixth Floor, Room 601  
Boston, MA 02108  
Phone: 617-994-6000  
TTY: 617-994-6196

#### **Springfield Office**

436 Dwight Street  
Second Floor, Room 220  
Springfield, MA 01103  
(413) 739-2145

#### **Worcester Office**

Denholm Building  
484 Main Street, Suite 320  
Worcester, MA 01604  
(508) 453-9630  
(508) 453-9641 – FAX

#### **New Bedford Office**

800 Purchase St., Rm 501  
New Bedford, MA 02740  
(508) 990-2390  
(508) 990-4260 - FAX

### VI. REASONABLE ACCOMMODATION

The Town will not discriminate against people with disabilities in any employment practices or in terms, conditions or privileges of employment, including, but not limited to: application, testing, hiring, assignment, evaluation, disciplinary action, training, promotion, medical examination, layoff/recall, termination, compensation, leaves or benefits. The Town will make reasonable accommodation to the known physical or mental limitations of a qualified applicant or employee with a disability, unless such action would cause an undue hardship to the operations of the Town.

Employees seeking reasonable accommodations may submit their request in writing to Deborah Eagan, Town Administrator, P.O. Box 275, Rowley, MA 01969; (978) 948-2705; [Debbie@townofrowley.org](mailto:Debbie@townofrowley.org).

### VII. EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

The Town will not discriminate in its employment practices, on the basis of race, color, gender, gender identity, national origin, religious creed, ancestry, age, sexual orientation, disability, maternity leave, genetic information, active military status, or another basis prohibited under state or federal anti-discrimination statutes. This shall include such areas as recruitment, selection, compensation and benefits, professional development and training, reasonable accommodation for disabilities or religious practices, promotion, transfer, termination, layoff, and other terms and conditions of employment.

Approved by Board of Selectmen 4/27/15

Revised 1/17/19

Approved by Personnel Advisory Committee February 4, 2019

Facility Inventory LOCATION: **Bradstreet Farm**

ACTIVITY	EQUIPMENT	NOTES
Picnic Facilities <b>NONE</b>	Tables & Benches	Located adjacent to accessible paths
		Access to Open Spaces
		Back and Arm Rests
		Adequate number
	Grills	Height of Cooking Surface
	Trash Cans	Located adjacent to accessible paths
		Picnic Shelters
Trails <b>1 partial</b>		Surface material - <b>unimproved</b>
		Dimensions
		Rails
		Signage (for visually impaired) <b>none</b>
Swimming Facilities <b>NONE</b>	Pools	Entrance
		Location from accessible parking
		Safety features i.e. warning for visually impaired
	Beaches	Location from accessible path into water
		Handrails
		Location from accessible parking Shade provided
Play Areas (tot lots) <b>NONE</b>	All Play Equipment i.e. swings, slides	Same experience provided to all
	Access Routes	Located adjacent to accessible paths
		Enough space between equipment for wheelchair
Game Areas: *ballfield *basketball *tennis <b>NONE</b>	Access Routes	Located adjacent to accessible paths
		Berm cuts onto courts
	Equipment	Height
		Dimensions
		Spectator Seating
Boat Docks <b>NONE</b>	Access Routes	Located adjacent to accessible paths
		Handrails
Fishing Facilities <b>NONE</b>	Access Routes	Located adjacent to accessible paths
		Handrails
	Equipment	Arm Rests
		Bait Shelves
		Handrails
		Fish Cleaning Tables
Programming <b>Common Garden available to community</b>	Are special programs at your facilities accessible?	Learn-to-Swim
		Guided Hikes
		Interpretive Programs
Services and	Information available in alternative formats i.e. for visually impaired	



**LOCATION**

Technical Assistance <b>NONE</b>	Process to request interpretive services (i.e. sign language interpreter) for meetings
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<b>PARKING</b> There is parking near the community garden, but there is no signage			
<i>Total Spaces approx. 5</i>		<i>Required Accessible Spaces all but no signage</i>	
Up to 25	1 space		
26-50	2 spaces		
51-75	3 spaces		
76-100	4 spaces		
101-150	5 spaces		
151-200	6 spaces		
201-300	7 spaces		
301-400	8 spaces		
401-500	9 spaces		
<i>Specification for Accessible Spaces</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Accessible space located closest to accessible entrance			
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft.			
Minimum width of 13 ft includes 8 ft space plus 5 ft access aisle			
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make all accessible spaces 11 ft wide with 5 ft aisle.			
Sign with international symbol of accessibility at each space or pair of spaces			
Sign minimum 5 ft, maximum 8 ft to top of sign			
Surface evenly paved or hard-packed (no cracks)			
Surface slope less than 1:20, 5%			
Curbcut to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present			
Curbcut is a minimum width of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or painted yellow			

**LOCATION**

<b>RAMPS NONE</b>			
<i>Specification</i>	Yes	No	<i>Comments/Transition Notes</i>
Slope Maximum 1:12			
Minimum width 4 ft between handrails			
Handrails on both sides if ramp is longer than 6 ft			
Handrails at 34" and 19" from ramp surface			
Handrails extend 12" beyond top and bottom			
Handgrip oval or round			
Handgrip smooth surface			
Handgrip diameter between 1 1/4" and 2"			
Clearance of 1 1/2" between wall and wall rail			
Non-slip surface			
Level platforms (4ft x 4 ft) at every 30 ft, at top, at bottom, at change of direction			

<b>SITE ACCESS, PATH OF TRAVEL, ENTRANCES NONE</b>			
<i>Specification</i>	Yes	No	<i>Comments/Transition Notes</i>
<b>Site Access all unimproved land. No formal paths</b>			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance			
Disembarking area at accessible entrance			
Surface evenly paved or hard-packed			
No ponding of water			
<b>Path of Travel</b>			
Path does not require the use of stairs			
Path is stable, firm and slip resistant			
3 ft wide minimum			
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50).			
Continuous common surface, no changes in level greater than 1/2 inch			
Any objects protruding onto the pathway must be detected by a person with a visual disability using a cane			
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"			

**LOCATION**

Curb on the pathway must have curb cuts at drives, parking and drop-offs			
<b>Entrances NONE</b>			
Primary public entrances accessible to person using wheelchair, must be signed, gotten to independently, and <i>not</i> be the service entrance			
Level space extending 5 ft. from the door, interior and exterior of entrance doors			
Minimum 32" clear width opening (i.e. 36" door with standard hinge)			
At least 18" clear floor area on latch, pull side of door			
Door handle no higher than 48" and operable with a closed fist			
Vestibule is 4 ft plus the width of the door swinging into the space			
Entrance(s) on a level that makes elevators accessible			
Door mats less than 1/2" thick are securely fastened			
Door mats more than 1/2" thick are recessed			
Grates in path of travel have openings of 1/2" maximum			
Signs at non-accessible entrance(s) indicate direction to accessible entrance			
Emergency egress – alarms with flashing lights and audible signals, sufficiently lighted			

NOTES

<b>STAIRS and DOORS NONE</b>			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
<b>Stairs</b>			
No open risers			
Nosings not projecting			
Treads no less than 11" wide			
Handrails on both sides			
Handrails 34"-38" above tread			
Handrail extends a minimum of 1 ft beyond top and bottom riser (if no safety hazard and space permits)			
Handgrip oval or round			

**LOCATION**

Handgrip has a smooth surface			
Handgrip diameter between 1 1/4" and 1 1/2"			
1 1/2" clearance between wall and handrail			
<b>Doors</b>			
Minimum 32" clear opening			
At least 18" clear floor space on pull side of door			
Closing speed minimum 3 seconds to within 3" of the latch			
Maximum pressure 5 pounds interior doors			
Threshold maximum 1/2" high, beveled on both sides			
Hardware operable with a closed fist (no conventional door knobs or thumb latch devices)			
Hardware minimum 36", maximum 48" above the floor			
Clear, level floor space extends out 5 ft from both sides of the door			
Door adjacent to revolving door is accessible and unlocked			
Doors opening into hazardous area have hardware that is knurled or roughened			

**NOTES**

**LOCATION**

<b>RESTROOMS – also see Doors and Vestibules</b> NONE			
<i>Specification</i>	Yes	No	<i>Comments/Transition Notes</i>
5 ft turning space measured 12" from the floor			
<b>At least one Sink:</b>			
Clear floor space of 30" by 48" to allow a forward approach			
Mounted without pedestal or legs, height 34" to top of rim			
Extends at least 22" from the wall			
Open knee space a minimum 19" deep, 30" width, and 27" high			
Cover exposed pipes with insulation			
Faucets operable with closed fist (lever or spring activated handle)			
<b>At least one Stall:</b>			
Accessible to person using wheelchair at 60" wide by 72" deep			
Stall door is 36" wide			
Stall door swings out			
Stall door is self closing			
Stall door has a pull latch			
Lock on stall door is operable with a closed fist, and 32" above the floor			
Coat hook is 54" high			
<b>Toilet</b>			
18" from center to nearest side wall			
42" minimum clear space from center to farthest wall or fixture			
Top of seat 17"-19" above the floor			
<b>Grab Bars</b>			
On back and side wall closest to toilet			
1 1/4" diameter			
1 1/2" clearance to wall			
Located 30" above and parallel to the floor			
Acid-etched or roughened surface			
42" long			
<b>Fixtures</b>			
Toilet paper dispenser is 24" above floor			

One mirror set a maximum 38" to bottom (if tilted, 42")			
Dispensers (towel, soap, etc) at least one of each a maximum 42" above the floor			

**NOTES LOCATION**

<b>FLOORS, DRINKING FOUNTAINS, TELEPHONES</b>		<b>NONE</b>	
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
<b>Floors</b>			
Non-slip surface			
Carpeting is high-density, low pile, non-absorbent, stretched taut, securely anchored			
Corridor width minimum is 3 ft			
Objects (signs, ceiling lights, fixtures) can only protrude 4" into the path of travel from a height of 27" to 80" above the floor			
<b>Drinking Fountains</b>			
Spouts no higher than 36" from floor to outlet			
Hand operated push button or level controls			
Spouts located near front with stream of water as parallel to front as possible			
If recessed, recess a minimum 30" width, and no deeper than depth of fountain			
If no clear knee space underneath, clear floor space 30" x 48" to allow parallel approach			
<b>Telephones</b>			
Highest operating part a maximum 54" above the floor			
Access within 12" of phone, 30" high by 30" wide			
Adjustable volume control on headset so identified			
<b>SIGNS, SIGNALS, AND SWITCHES</b>			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
<b>Switches, Controls and Signs</b>			
Switches and controls for light, heat, ventilation, windows, fire alarms, thermostats, etc, must be a minimum of 36" and a maximum of 48" above the floor for a forward reach, a maximum of 54" for a side reach			
Electrical outlets centered no lower than 18" above the floor			
Warning signals must be visual as well as audible			

<b>Signs</b> NONE			
Mounting height must be 60" to centerline of the sign			
Within 18" of door jamb or recessed			
Letters and numbers at least 1/4" high			
Letters and numbers raised .03"			
Letters and numbers contrast with the background color			

**NOTES LOCATION**

<b>SWIMMING POOLS – accessibility can be via ramp, lifting device, or transfer area</b> NONE			
Specification	Yes	No	Comments/Transition Notes
Ramp at least 34" wide with a non-slip surface extending into the shallow end, slope not exceeding 1:6 with handrails on both sides			
Lifting device			
Transfer area 18" above the path of travel and a minimum of 18" wide			
Unobstructed path of travel not less than 48" wide around pool			
Non-slip surface			

**LOCATION**

<b>SHOWER ROOMS - Showers must accommodate both wheel-in and transfer use</b> NONE			
Specification	Yes	No	Comments/Transition Notes
Stalls 36" by 60" minimum, with a 36" door opening			
Floors are pitched to drain the stall at the corner farthest from entrance			
Floors are non-slip surface			
Controls operate by a single lever with a pressure balance mixing valve			
Controls are located on the center wall adjacent to the hinged seat			
Shower heads attached to a flexible metal hose			
Shower heads attached to wall mounting adjustable from 42" to 72" above the floor			
Seat is hinged and padded and at least 16" deep, folds upward, securely attached to side wall, height is 18" to the top of the seat, and at least 24" long			
Soap trays without handhold features unless they can support 250 pounds			
2 grab bars are provided, one 30" and one 48" long, or one continuous L shaped bar			
Grab bars are placed horizontally at 36" above the floor line			

**LOCATION****PICNICKING** NONE

<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
A minimum of 5% of the total tables must be accessible with clear space under the table top not less than 30" wide and 19" deep per seating space and not less than 27" clear from the ground to the underside of the table. An additional 29" clear space (totaling 48") must extend beyond the 19" clear space under the table to provide access			
For tables without toe clearance, the knee space under the table must be at least 28" high, 30" wide and 24" deep.			
Top of table no higher than 32" above ground			
Surface of the clear ground space under and around the table must be stable, firm and slip-resistant, and evenly graded with a maximum slope of 2% in all directions			
Accessible tables, grills and fire rings must have clear ground space of at least 36" around the perimeter			



**Facility Inventory LOCATION: Eiras Park**

ACTIVITY	EQUIPMENT	NOTES
Picnic Facilities	Tables & Benches	Located adjacent to accessible paths <b>YES</b>
		Access to Open Spaces <b>YES</b>
		Back and Arm Rests <b>NO</b>
		Adequate number <b>YES</b>
	Grills	Height of Cooking Surface <b>N/A</b> Located adjacent to accessible paths <b>N/A</b>
	Trash Cans	Located adjacent to accessible paths <b>N/A</b>
	Picnic Shelters	Located adjacent to accessible paths <b>N/A</b> Located near accessible water fountains, trash can, restroom, parking, etc. <b>N/A</b>
Trails <b>N/A</b>		Surface material
		Dimensions
		Rails
		Signage (for visually impaired)
Swimming Facilities <b>N/A</b>	Pools	Entrance
		Location from accessible parking
		Safety features i.e. warning for visually impaired
	Beaches	Location from accessible path into water
		Handrails
		Location from accessible parking Shade provided
Play Areas (tot lots)	All Play Equipment i.e. swings, slides	Same experience provided to all <b>NO</b>
	Access Routes	Located adjacent to accessible paths <b>Bark mulch</b>
		Enough space between equipment for wheelchair <b>YES</b>
Game Areas: *ballfield *basketball *tennis	Access Routes	Located adjacent to accessible paths <b>YES</b>
		Berm cuts onto courts <b>N/A</b>
	Equipment	Height <b>N/A</b>
		Dimensions <b>N/A</b>
		Spectator Seating <b>Bleachers are not accessible</b>
Boat Docks <b>N/A</b>	Access Routes	Located adjacent to accessible paths
		Handrails
Fishing Facilities <b>N/A</b>	Access Routes	Located adjacent to accessible paths
		Handrails
	Equipment	Arm Rests
		Bait Shelves
		Handrails
		Fish Cleaning Tables
Programming <b>N/A</b>	Are special programs at your facilities accessible?	Learn-to-Swim
		Guided Hikes
		Interpretive Programs
Services and Technical Assistance <b>NONE</b>	Information available in alternative formats i.e. for visually impaired	
	Process to request interpretive services (i.e. sign language interpreter) for meetings	

**PARKING** There are 27 total parking spaces, including 5 accessible spaces.

Total Spaces

Required Accessible Spaces

## LOCATION

Up to 25	1 space		
26-50	2 spaces		
51-75	3 spaces		
76-100	4 spaces		
101-150	5 spaces		
151-200	6 spaces		
201-300	7 spaces		
301-400	8 spaces		
401-500	9 spaces		
<i>Specification for Accessible Spaces</i>	Yes	No	<i>Comments/Transition Notes</i>
Accessible space located closest to accessible entrance	X		
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft.			
Minimum width of 13 ft includes 8 ft space plus 5 ft access aisle	X		
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make all accessible spaces 11 ft wide with 5 ft aisle.	X		
Sign with international symbol of accessibility at each space or pair of spaces	X		
Sign minimum 5 ft, maximum 8 ft to top of sign	X		
Surface evenly paved or hard-packed (no cracks)	X		Paved
Surface slope less than 1:20, 5%	X		
Curbcut to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present			N/A
Curbcut is a minimum width of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or painted yellow			N/A
<b>RAMPS N/A</b>			
<i>Specification</i>	Yes	No	<i>Comments/Transition Notes</i>
Slope Maximum 1:12			
Minimum width 4 ft between handrails			
Handrails on both sides if ramp is longer than 6 ft			
Handrails at 34" and 19" from ramp surface			
Handrails extend 12" beyond top and bottom			
Handgrip oval or round			
Handgrip smooth surface			
Handgrip diameter between 1 1/4" and 2"			
Clearance of 1 1/2" between wall and wall rail			
Non-slip surface			
Level platforms (4ft x 4 ft) at every 30 ft, at top, at bottom, at change of direction			

**LOCATION**

**SITE ACCESS, PATH OF TRAVEL, ENTRANCES**

Specification	Yes	No	Comments/Transition Notes
<b>Site Access</b>			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance	X		
Disembarking area at accessible entrance			
Surface evenly paved or hard-packed	X		
No ponding of water	X		
<b>Path of Travel N/A</b>			
Path does not require the use of stairs			
Path is stable, firm and slip resistant			
3 ft wide minimum			
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50).			
Continuous common surface, no changes in level greater than 1/2 inch			
Any objects protruding onto the pathway must be detected by a person with a visual disability using a cane			
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"			
Curb on the pathway must have curb cuts at drives, parking and drop-offs			
<b>Entrances N/A</b>			
Primary public entrances accessible to person using wheelchair, must be signed, gotten to independently, and not be the service entrance			
Level space extending 5 ft. from the door, interior and exterior of entrance doors			
Minimum 32" clear width opening (i.e. 36" door with standard hinge)			
At least 18" clear floor area on latch, pull side of door			
Door handle no higher than 48" and operable with a closed fist			
Vestibule is 4 ft plus the width of the door swinging into the space			
Entrance(s) on a level that makes elevators accessible			
Door mats less than 1/2" thick are securely fastened			
Door mats more than 1/2" thick are recessed			
Grates in path of travel have openings of 1/2" maximum			
Signs at non-accessible entrance(s) indicate direction to accessible entrance			
Emergency egress – alarms with flashing lights and audible signals, sufficiently lighted			

NOTES

**LOCATION**

<b>STAIRS and DOORS N/A</b>			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
<b>Stairs</b>			
No open risers			
Nosings not projecting			
Treads no less than 11" wide			
Handrails on both sides			
Handrails 34"-38" above tread			
Handrail extends a minimum of 1 ft beyond top and bottom riser (if no safety hazard and space permits)			
Handgrip oval or round			
Handgrip has a smooth surface			
Handgrip diameter between 1 1/4" and 1 1/2"			
1 1/2" clearance between wall and handrail			
<b>Doors</b>			
Minimum 32" clear opening			
At least 18" clear floor space on pull side of door			
Closing speed minimum 3 seconds to within 3" of the latch			
Maximum pressure 5 pounds interior doors			
Threshold maximum 1/2" high, beveled on both sides			
Hardware operable with a closed fist (no conventional door knobs or thumb latch devices)			
Hardware minimum 36", maximum 48" above the floor			
Clear, level floor space extends out 5 ft from both sides of the door			
Door adjacent to revolving door is accessible and unlocked			
Doors opening into hazardous area have hardware that is knurled or roughened			

**NOTES**

**LOCATION**

<b>RESTROOMS – also see Doors and Vestibules</b>		<b>N/A</b>	<b>Note: Port-a-potty is accessible from paved path</b>
<i>Specification</i>	Yes	No	<i>Comments/Transition Notes</i>
5 ft turning space measured 12" from the floor			
<b>At least one Sink:</b>			
Clear floor space of 30" by 48" to allow a forward approach			
Mounted without pedestal or legs, height 34" to top of rim			
Extends at least 22" from the wall			
Open knee space a minimum 19" deep, 30" width, and 27" high			
Cover exposed pipes with insulation			
Faucets operable with closed fist (lever or spring activated handle)			
<b>At least one Stall:</b>			
Accessible to person using wheelchair at 60" wide by 72" deep			
Stall door is 36" wide			
Stall door swings out			
Stall door is self closing			
Stall door has a pull latch			
Lock on stall door is operable with a closed fist, and 32" above the floor			
Coat hook is 54" high			
<b>Toilet</b>			
18" from center to nearest side wall			
42" minimum clear space from center to farthest wall or fixture			
Top of seat 17"-19" above the floor			
<b>Grab Bars</b>			
On back and side wall closest to toilet			
1¼" diameter			
1½" clearance to wall			
Located 30" above and parallel to the floor			
Acid-etched or roughened surface			
42" long			
<i>Fixtures</i>			
Toilet paper dispenser is 24" above floor			
One mirror set a maximum 38" to bottom (if tilted, 42")			
Dispensers (towel, soap, etc) at least one of each a maximum 42" above the floor			

**LOCATION**

<b>FLOORS, DRINKING FOUNTAINS, TELEPHONES</b>		<b>N/A</b>	
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
<b>Floors</b>			
Non-slip surface			
Carpeting is high-density, low pile, non-absorbent, stretched taut, securely anchored			
Corridor width minimum is 3 ft			
Objects (signs, ceiling lights, fixtures) can only protrude 4" into the path of travel from a height of 27" to 80" above the floor			
<b>Drinking Fountains</b>			
Spouts no higher than 36" from floor to outlet			
Hand operated push button or level controls			
Spouts located near front with stream of water as parallel to front as possible			
If recessed, recess a minimum 30" width, and no deeper than depth of fountain			
If no clear knee space underneath, clear floor space 30" x 48" to allow parallel approach			
<b>Telephones</b>			
Highest operating part a maximum 54" above the floor			
Access within 12" of phone, 30" high by 30" wide			
Adjustable volume control on headset so identified			
<b>SIGNS, SIGNALS, AND SWITCHES</b>			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
<b>Switches, Controls and Signs</b>			
Switches and controls for light, heat, ventilation, windows, fire alarms, thermostats, etc, must be a minimum of 36" and a maximum of 48" above the floor for a forward reach, a maximum of 54" for a side reach			
Electrical outlets centered no lower than 18" above the floor			
Warning signals must be visual as well as audible			
<b>Signs</b>			
Mounting height must be 60" to centerline of the sign			
Within 18" of door jamb or recessed			
Letters and numbers at least 1/4" high			
Letters and numbers raised .03"			
Letters and numbers contrast with the background color			

**LOCATION**

<b>SWIMMING POOLS – accessibility can be via ramp, lifting device, or transfer area N/A</b>			
<i>Specification</i>	Yes	No	<i>Comments/Transition Notes</i>
Ramp at least 34” wide with a non-slip surface extending into the shallow end, slope not exceeding 1:6 with handrails on both sides			
Lifting device			
Transfer area 18” above the path of travel and a minimum of 18” wide			
Unobstructed path of travel not less than 48” wide around pool			
Non-slip surface			

**LOCATION**

<b>SHOWER ROOMS - Showers must accommodate both wheel-in and transfer use N/A</b>			
<i>Specification</i>	Yes	No	<i>Comments/Transition Notes</i>
Stalls 36” by 60” minimum, with a 36” door opening			
Floors are pitched to drain the stall at the corner farthest from entrance			
Floors are non-slip surface			
Controls operate by a single lever with a pressure balance mixing valve			
Controls are located on the center wall adjacent to the hinged seat			
Shower heads attached to a flexible metal hose			
Shower heads attached to wall mounting adjustable from 42” to 72” above the floor			
Seat is hinged and padded and at least 16” deep, folds upward, securely attached to side wall, height is 18” to the top of the seat, and at least 24” long			
Soap trays without handhold features unless they can support 250 pounds			
2 grab bars are provided, one 30” and one 48” long, or one continuous L shaped bar			
Grab bars are placed horizontally at 36” above the floor line			

**LOCATION**

<b>PICNICKING</b>			
<i>Specification</i>	Yes	No	<i>Comments/Transition Notes</i>
A minimum of 5% of the total tables must be accessible with clear space under the table top not less than 30” wide and 19” deep per seating space and not less than 27” clear from the ground to the underside of the table. An additional 29” clear space (totaling 48”) must extend beyond the 19” clear space under the table to provide access		X	Tables are not designed for accessibility
For tables without toe clearance, the knee space under the table must be at least 28” high, 30” wide and 24” deep.			
Top of table no higher than 32” above ground			
Surface of the clear ground space under and around the table must be stable, firm and slip-resistant, and evenly graded with a maximum slope of 2% in all directions		X	Bark mulch surface under tables
Accessible tables, grills and fire rings must have clear ground space of at least 36” around the perimeter			

**Facility Inventory**

**LOCATION: Hunsley Hills**

ACTIVITY	EQUIPMENT	NOTES
Picnic Facilities N/A	Tables & Benches	Located adjacent to accessible paths
		Access to Open Spaces
		Back and Arm Rests
		Adequate number
	Grills	Height of Cooking Surface
		Located adjacent to accessible paths
	Trash Cans	Located adjacent to accessible paths
	Picnic Shelters	Located adjacent to accessible paths
		Located near accessible water fountains, trash can, restroom, parking, etc.
Trails	Trails are not accessible	Surface material <b>Unimproved</b>
		Dimensions
		Rails <b>NO</b>
		Signage (for visually impaired) <b>NO</b>
Swimming Facilities N/A	Pools	Entrance
		Location from accessible parking
		Safety features i.e. warning for visually impaired
	Beaches	Location from accessible path into water
		Handrails
		Location from accessible parking
		Shade provided
Play Areas (tot lots) N/A	All Play Equipment i.e. swings, slides	Same experience provided to all
	Access Routes	Located adjacent to accessible paths
		Enough space between equipment for wheelchair
Game Areas: *ballfield *basketball *tennis N/A	Access Routes	Located adjacent to accessible paths
		Berm cuts onto courts
	Equipment	Height
		Dimensions
		Spectator Seating
Boat Docks N/A	Access Routes	Located adjacent to accessible paths
		Handrails
Fishing Facilities N/A	Access Routes	Located adjacent to accessible paths
		Handrails
	Equipment	Arm Rests
		Bait Shelves
		Handrails
		Fish Cleaning Tables
Programming N/A	Are special programs at your facilities accessible?	Learn-to-Swim
		Guided Hikes
		Interpretive Programs
Services and Technical Assistance N/A	Information available in alternative formats i.e. for visually impaired	
		Process to request interpretive services (i.e. sign language interpreter) for meetings



<b>PARKING</b> There is one designated accessible space			
Total Spaces	Required Accessible Spaces		
Up to 25	1 space		
26-50	2 spaces		
51-75	3 spaces		
76-100	4 spaces		
101-150	5 spaces		
151-200	6 spaces		
201-300	7 spaces		
301-400	8 spaces		
401-500	9 spaces		
Specification for Accessible Spaces	Yes	No	Comments/Transition Notes
Accessible space located closest to accessible entrance			Space located closest to trailhead
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft.			N/A
Minimum width of 13 ft includes 8 ft space plus 5 ft access aisle			No designated lines, unimproved dirt lot
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make all accessible spaces 11 ft wide with 5 ft aisle.			No designated lines, unimproved dirt lot
Sign with international symbol of accessibility at each space or pair of spaces	X		
Sign minimum 5 ft, maximum 8 ft to top of sign	X		
Surface evenly paved or hard-packed (no cracks)		X	Unimproved dirt lot
Surface slope less than 1:20, 5%	X		
Curbcut to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present			N/A
Curbcut is a minimum width of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or painted yellow			N/A
<b>RAMPS N/A</b>			
Specification	Yes	No	Comments/Transition Notes
Slope Maximum 1:12			
Minimum width 4 ft between handrails			
Handrails on both sides if ramp is longer than 6 ft			
Handrails at 34" and 19" from ramp surface			
Handrails extend 12" beyond top and bottom			
Handgrip oval or round			
Handgrip smooth surface			
Handgrip diameter between 1 1/4" and 2"			
Clearance of 1 1/2" between wall and wall rail			
Non-slip surface			
Level platforms (4ft x 4 ft) at every 30 ft, at top, at bottom, at change of direction			

SITE ACCESS, PATH OF TRAVEL, ENTRANCES			
Specification	Yes	No	Comments/Transition Notes
<b>Site Access N/A - No formal paths, no buildings</b>			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance			
Disembarking area at accessible entrance			
Surface evenly paved or hard-packed			
No ponding of water			
<b>Path of Travel N/A</b>			
Path does not require the use of stairs			
Path is stable, firm and slip resistant			
3 ft wide minimum			
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50).			
Continuous common surface, no changes in level greater than ½ inch			
Any objects protruding onto the pathway must be detected by a person with a visual disability using a cane			
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"			
Curb on the pathway must have curb cuts at drives, parking and drop-offs			
<b>Entrances N/A</b>			
Primary public entrances accessible to person using wheelchair, must be signed, gotten to independently, and <i>not</i> be the service entrance			
Level space extending 5 ft. from the door, interior and exterior of entrance doors			
Minimum 32" clear width opening (i.e. 36" door with standard hinge)			
At least 18" clear floor area on latch, pull side of door			
Door handle no higher than 48" and operable with a closed fist			
Vestibule is 4 ft plus the width of the door swinging into the space			
Entrance(s) on a level that makes elevators accessible			
Door mats less than ½" thick are securely fastened			
Door mats more than ½" thick are recessed			
Grates in path of travel have openings of ½" maximum			
Signs at non-accessible entrance(s) indicate direction to accessible entrance			
Emergency egress – alarms with flashing lights and audible signals, sufficiently lighted			

NOTES

**STAIRS and DOORS N/A**

Specification	Yes	No	Comments/Transition Notes
<b>Stairs</b>			
No open risers			
Nosings not projecting			
Treads no less than 11" wide			
Handrails on both sides			
Handrails 34"-38" above tread			
Handrail extends a minimum of 1 ft beyond top and bottom riser (if no safety hazard and space permits)			
Handgrip oval or round			
Handgrip has a smooth surface			
Handgrip diameter between 1¼" and 1½"			
1½" clearance between wall and handrail			
<b>Doors</b>			
Minimum 32" clear opening			
At least 18" clear floor space on pull side of door			
Closing speed minimum 3 seconds to within 3" of the latch			
Maximum pressure 5 pounds interior doors			
Threshold maximum ½" high, beveled on both sides			
Hardware operable with a closed fist (no conventional door knobs or thumb latch devices)			
Hardware minimum 36", maximum 48" above the floor			
Clear, level floor space extends out 5 ft from both sides of the door			
Door adjacent to revolving door is accessible and unlocked			
Doors opening into hazardous area have hardware that is knurled or roughened			

NOTES

**LOCATION**

<b>RESTROOMS – also see Doors and Vestibules</b>		<b>N/A</b>	
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
5 ft turning space measured 12" from the floor			
<b>At least one Sink:</b>			
Clear floor space of 30" by 48" to allow a forward approach			
Mounted without pedestal or legs, height 34" to top of rim			
Extends at least 22" from the wall			
Open knee space a minimum 19" deep, 30" width, and 27" high			
Cover exposed pipes with insulation			
Faucets operable with closed fist (lever or spring activated handle)			
<b>At least one Stall:</b>			
Accessible to person using wheelchair at 60" wide by 72" deep			
Stall door is 36" wide			
Stall door swings out			
Stall door is self closing			
Stall door has a pull latch			
Lock on stall door is operable with a closed fist, and 32" above the floor			
Coat hook is 54" high			
<b>Toilet</b>			
18" from center to nearest side wall			
42" minimum clear space from center to farthest wall or fixture			
Top of seat 17"-19" above the floor			
<b>Grab Bars</b>			
On back and side wall closest to toilet			
1¼" diameter			
1½" clearance to wall			
Located 30" above and parallel to the floor			
Acid-etched or roughened surface			
42" long			
<b>Fixtures</b>			
Toilet paper dispenser is 24" above floor			
One mirror set a maximum 38" to bottom (if tilted, 42")			
Dispensers (towel, soap, etc) at least one of each a maximum 42" above the floor			

**LOCATION**

<b>FLOORS, DRINKING FOUNTAINS, TELEPHONES</b>		<b>N/A</b>	
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
<b>Floors</b>			
Non-slip surface			
Carpeting is high-density, low pile, non-absorbent, stretched taut, securely anchored			
Corridor width minimum is 3 ft			
Objects (signs, ceiling lights, fixtures) can only protrude 4" into the path of travel from a height of 27" to 80" above the floor			
<b>Drinking Fountains</b>			
Spouts no higher than 36" from floor to outlet			
Hand operated push button or level controls			
Spouts located near front with stream of water as parallel to front as possible			
If recessed, recess a minimum 30" width, and no deeper than depth of fountain			
If no clear knee space underneath, clear floor space 30" x 48" to allow parallel approach			
<b>Telephones</b>			
Highest operating part a maximum 54" above the floor			
Access within 12" of phone, 30" high by 30" wide			
Adjustable volume control on headset so identified			
<b>SIGNS, SIGNALS, AND SWITCHES</b>			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
<b>Switches, Controls and Signs</b>			
Switches and controls for light, heat, ventilation, windows, fire alarms, thermostats, etc, must be a minimum of 36" and a maximum of 48" above the floor for a forward reach, a maximum of 54" for a side reach			
Electrical outlets centered no lower than 18" above the floor			
Warning signals must be visual as well as audible			
<b>Signs</b>			
Mounting height must be 60" to centerline of the sign			
Within 18" of door jamb or recessed			
Letters and numbers at least 1/4" high			
Letters and numbers raised .03"			
Letters and numbers contrast with the background color			

**LOCATION**

<b>SWIMMING POOLS – accessibility can be via ramp, lifting device, or transfer area N/A</b>			
<i>Specification</i>	Yes	No	<i>Comments/Transition Notes</i>
Ramp at least 34” wide with a non-slip surface extending into the shallow end, slope not exceeding 1:6 with handrails on both sides			
Lifting device			
Transfer area 18” above the path of travel and a minimum of 18” wide			
Unobstructed path of travel not less than 48” wide around pool			
Non-slip surface			

**LOCATION**

<b>SHOWER ROOMS - Showers must accommodate both wheel-in and transfer use N/A</b>			
<i>Specification</i>	Yes	No	<i>Comments/Transition Notes</i>
Stalls 36” by 60” minimum, with a 36” door opening			
Floors are pitched to drain the stall at the corner farthest from entrance			
Floors are non-slip surface			
Controls operate by a single lever with a pressure balance mixing valve			
Controls are located on the center wall adjacent to the hinged seat			
Shower heads attached to a flexible metal hose			
Shower heads attached to wall mounting adjustable from 42” to 72” above the floor			
Seat is hinged and padded and at least 16” deep, folds upward, securely attached to side wall, height is 18” to the top of the seat, and at least 24” long			
Soap trays without handhold features unless they can support 250 pounds			
2 grab bars are provided, one 30” and one 48” long, or one continuous L shaped bar			
Grab bars are placed horizontally at 36” above the floor line			

**LOCATION**

<b>PICNICKING N/A</b>			
<i>Specification</i>	Yes	No	<i>Comments/Transition Notes</i>
A minimum of 5% of the total tables must be accessible with clear space under the table top not less than 30” wide and 19” deep per seating space and not less than 27” clear from the ground to the underside of the table. An additional 29” clear space (totaling 48”) must extend beyond the 19” clear space under the table to provide access			
For tables without toe clearance, the knee space under the table must be at least 28” high, 30” wide and 24” deep.			
Top of table no higher than 32” above ground			
Surface of the clear ground space under and around the table must be stable, firm and slip-resistant, and evenly graded with a maximum slope of 2% in all directions			
Accessible tables, grills and fire rings must have clear ground space of at least 36” around the perimeter			

**Facility Inventory**

**LOCATION: Pingree Farm Conservation Area**

ACTIVITY	EQUIPMENT	NOTES
Picnic Facilities N/A	Tables & Benches	Located adjacent to accessible paths
		Access to Open Spaces
		Back and Arm Rests
		Adequate number
	Grills	Height of Cooking Surface
		Located adjacent to accessible paths
	Trash Cans	Located adjacent to accessible paths
Picnic Shelters		Located adjacent to accessible paths
		Located near accessible water fountains, trash can, restroom, parking, etc.
Trails	Boulder and pipe gate block accessibility to unimproved trails. Boardwalk on property constructed to ADA standards.	Surface material <b>Unimproved</b>
		Dimensions
		Rails <b>NO</b>
		Signage (for visually impaired) <b>NO</b>
Swimming Facilities N/A	Pools	Entrance
		Location from accessible parking
		Safety features i.e. warning for visually impaired
	Beaches	Location from accessible path into water
		Handrails
		Location from accessible parking
	Shade provided	
Play Areas (tot lots) N/A	All Play Equipment i.e. swings, slides	Same experience provided to all
	Access Routes	Located adjacent to accessible paths Enough space between equipment for wheelchair
Game Areas: *ballfield *basketball *tennis N/A	Access Routes	Located adjacent to accessible paths
		Berm cuts onto courts
	Equipment	Height
		Dimensions
	Spectator Seating	
Boat Docks N/A	Access Routes	Located adjacent to accessible paths
		Handrails
Fishing Facilities N/A	Access Routes	Located adjacent to accessible paths
		Handrails
	Equipment	Arm Rests
		Bait Shelves
		Handrails
	Fish Cleaning Tables	
Programming N/A	Are special programs at your facilities accessible?	Learn-to-Swim
		Guided Hikes
		Interpretive Programs
Services and Technical Assistance N/A	Information available in alternative formats i.e. for visually impaired	
	Process to request interpretive services (i.e. sign language interpreter) for meetings	

<b>PARKING</b> There is one designated accessible space			
Total Spaces	Required Accessible Spaces		
Up to 25	1 space		
26-50	2 spaces		
51-75	3 spaces		
76-100	4 spaces		
101-150	5 spaces		
151-200	6 spaces		
201-300	7 spaces		
301-400	8 spaces		
401-500	9 spaces		
Specification for Accessible Spaces	Yes	No	Comments/Transition Notes
Accessible space located closest to accessible entrance	X		Space located closest to trailhead
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft.			N/A
Minimum width of 13 ft includes 8 ft space plus 5 ft access aisle			No designated lines, unimproved dirt lot
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make all accessible spaces 11 ft wide with 5 ft aisle.			No designated lines, unimproved dirt lot
Sign with international symbol of accessibility at each space or pair of spaces	X		
Sign minimum 5 ft, maximum 8 ft to top of sign	X		
Surface evenly paved or hard-packed (no cracks)		X	Unimproved dirt lot
Surface slope less than 1:20, 5%	X		
Curbcut to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present			N/A
Curbcut is a minimum width of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or painted yellow			N/A
<b>RAMPS N/A</b>			
Specification	Yes	No	Comments/Transition Notes
Slope Maximum 1:12			
Minimum width 4 ft between handrails			
Handrails on both sides if ramp is longer than 6 ft			
Handrails at 34" and 19" from ramp surface			
Handrails extend 12" beyond top and bottom			
Handgrip oval or round			
Handgrip smooth surface			
Handgrip diameter between 1 1/4" and 2"			
Clearance of 1 1/2" between wall and wall rail			
Non-slip surface			
Level platforms (4ft x 4 ft) at every 30 ft, at top, at bottom, at change of direction			



SITE ACCESS, PATH OF TRAVEL, ENTRANCES			
Specification	Yes	No	Comments/Transition Notes
<b>Site Access N/A - No formal paths, no buildings</b>			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance			
Disembarking area at accessible entrance			
Surface evenly paved or hard-packed			
No ponding of water			
<b>Path of Travel N/A</b>			
Path does not require the use of stairs			
Path is stable, firm and slip resistant			
3 ft wide minimum			
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50).			
Continuous common surface, no changes in level greater than ½ inch			
Any objects protruding onto the pathway must be detected by a person with a visual disability using a cane			
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"			
Curb on the pathway must have curb cuts at drives, parking and drop-offs			
<b>Entrances N/A</b>			
Primary public entrances accessible to person using wheelchair, must be signed, gotten to independently, and <i>not</i> be the service entrance			
Level space extending 5 ft. from the door, interior and exterior of entrance doors			
Minimum 32" clear width opening (i.e. 36" door with standard hinge)			
At least 18" clear floor area on latch, pull side of door			
Door handle no higher than 48" and operable with a closed fist			
Vestibule is 4 ft plus the width of the door swinging into the space			
Entrance(s) on a level that makes elevators accessible			
Door mats less than ½" thick are securely fastened			
Door mats more than ½" thick are recessed			
Grates in path of travel have openings of ½" maximum			
Signs at non-accessible entrance(s) indicate direction to accessible entrance			
Emergency egress – alarms with flashing lights and audible signals, sufficiently lighted			

NOTES

**STAIRS and DOORS N/A**

Specification	Yes	No	Comments/Transition Notes
<b>Stairs</b>			
No open risers			
Nosings not projecting			
Treads no less than 11" wide			
Handrails on both sides			
Handrails 34"-38" above tread			
Handrail extends a minimum of 1 ft beyond top and bottom riser (if no safety hazard and space permits)			
Handgrip oval or round			
Handgrip has a smooth surface			
Handgrip diameter between 1¼" and 1½"			
1½" clearance between wall and handrail			
<b>Doors</b>			
Minimum 32" clear opening			
At least 18" clear floor space on pull side of door			
Closing speed minimum 3 seconds to within 3" of the latch			
Maximum pressure 5 pounds interior doors			
Threshold maximum ½" high, beveled on both sides			
Hardware operable with a closed fist (no conventional door knobs or thumb latch devices)			
Hardware minimum 36", maximum 48" above the floor			
Clear, level floor space extends out 5 ft from both sides of the door			
Door adjacent to revolving door is accessible and unlocked			
Doors opening into hazardous area have hardware that is knurled or roughened			

NOTES

**LOCATION**

<b>RESTROOMS – also see Doors and Vestibules</b>		<b>N/A</b>	
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
5 ft turning space measured 12" from the floor			
<b>At least one Sink:</b>			
Clear floor space of 30" by 48" to allow a forward approach			
Mounted without pedestal or legs, height 34" to top of rim			
Extends at least 22" from the wall			
Open knee space a minimum 19" deep, 30" width, and 27" high			
Cover exposed pipes with insulation			
Faucets operable with closed fist (lever or spring activated handle)			
<b>At least one Stall:</b>			
Accessible to person using wheelchair at 60" wide by 72" deep			
Stall door is 36" wide			
Stall door swings out			
Stall door is self closing			
Stall door has a pull latch			
Lock on stall door is operable with a closed fist, and 32" above the floor			
Coat hook is 54" high			
<b>Toilet</b>			
18" from center to nearest side wall			
42" minimum clear space from center to farthest wall or fixture			
Top of seat 17"-19" above the floor			
<b>Grab Bars</b>			
On back and side wall closest to toilet			
1¼" diameter			
1½" clearance to wall			
Located 30" above and parallel to the floor			
Acid-etched or roughened surface			
42" long			
<b>Fixtures</b>			
Toilet paper dispenser is 24" above floor			
One mirror set a maximum 38" to bottom (if tilted, 42")			
Dispensers (towel, soap, etc) at least one of each a maximum 42" above the floor			

**LOCATION**

<b>FLOORS, DRINKING FOUNTAINS, TELEPHONES</b>		<b>N/A</b>	
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
<b>Floors</b>			
Non-slip surface			
Carpeting is high-density, low pile, non-absorbent, stretched taut, securely anchored			
Corridor width minimum is 3 ft			
Objects (signs, ceiling lights, fixtures) can only protrude 4" into the path of travel from a height of 27" to 80" above the floor			
<b>Drinking Fountains</b>			
Spouts no higher than 36" from floor to outlet			
Hand operated push button or level controls			
Spouts located near front with stream of water as parallel to front as possible			
If recessed, recess a minimum 30" width, and no deeper than depth of fountain			
If no clear knee space underneath, clear floor space 30" x 48" to allow parallel approach			
<b>Telephones</b>			
Highest operating part a maximum 54" above the floor			
Access within 12" of phone, 30" high by 30" wide			
Adjustable volume control on headset so identified			
<b>SIGNS, SIGNALS, AND SWITCHES</b>			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
<b>Switches, Controls and Signs</b>			
Switches and controls for light, heat, ventilation, windows, fire alarms, thermostats, etc, must be a minimum of 36" and a maximum of 48" above the floor for a forward reach, a maximum of 54" for a side reach			
Electrical outlets centered no lower than 18" above the floor			
Warning signals must be visual as well as audible			
<b>Signs</b>			
Mounting height must be 60" to centerline of the sign			
Within 18" of door jamb or recessed			
Letters and numbers at least 1/4" high			
Letters and numbers raised .03"			
Letters and numbers contrast with the background color			

**LOCATION**

<b>SWIMMING POOLS – accessibility can be via ramp, lifting device, or transfer area N/A</b>			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Ramp at least 34” wide with a non-slip surface extending into the shallow end, slope not exceeding 1:6 with handrails on both sides			
Lifting device			
Transfer area 18” above the path of travel and a minimum of 18” wide			
Unobstructed path of travel not less than 48” wide around pool			
Non-slip surface			

**LOCATION**

<b>SHOWER ROOMS - Showers must accommodate both wheel-in and transfer use N/A</b>			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Stalls 36” by 60” minimum, with a 36” door opening			
Floors are pitched to drain the stall at the corner farthest from entrance			
Floors are non-slip surface			
Controls operate by a single lever with a pressure balance mixing valve			
Controls are located on the center wall adjacent to the hinged seat			
Shower heads attached to a flexible metal hose			
Shower heads attached to wall mounting adjustable from 42” to 72” above the floor			
Seat is hinged and padded and at least 16” deep, folds upward, securely attached to side wall, height is 18” to the top of the seat, and at least 24” long			
Soap trays without handhold features unless they can support 250 pounds			
2 grab bars are provided, one 30” and one 48” long, or one continuous L shaped bar			
Grab bars are placed horizontally at 36” above the floor line			

**LOCATION**

<b>PICNICKING N/A</b>			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
A minimum of 5% of the total tables must be accessible with clear space under the table top not less than 30” wide and 19” deep per seating space and not less than 27” clear from the ground to the underside of the table. An additional 29” clear space (totaling 48”) must extend beyond the 19” clear space under the table to provide access			
For tables without toe clearance, the knee space under the table must be at least 28” high, 30” wide and 24” deep.			
Top of table no higher than 32” above ground			
Surface of the clear ground space under and around the table must be stable, firm and slip-resistant, and evenly graded with a maximum slope of 2% in all directions			
Accessible tables, grills and fire rings must have clear ground space of at least 36” around the perimeter			

**Facility Inventory LOCATION: Town Common**

ACTIVITY	EQUIPMENT	NOTES
Picnic Facilities Not Formal	Tables & Benches	Located adjacent to accessible paths
		Access to Open Spaces
		Back and Arm Rests <b>a number of benches (no arms)</b>
		Adequate number
	Grills <b>NO</b>	Height of Cooking Surface
	Trash Cans <b>ONE</b>	Located adjacent to accessible paths
Trails None		Located adjacent to accessible paths
		Located near accessible water fountains, trash can, restroom, parking, etc.
		Surface material -
		Dimensions
Swimming Facilities NONE	Pools	Rails
		Signage (for visually impaired)
		Entrance
	Beaches	Location from accessible parking
		Safety features i.e. warning for visually impaired
		Location from accessible path into water
Play Areas (tot lots) NONE	All Play Equipment i.e. swings, slides	Handrails
		Location from accessible parking
		Shade provided
Game Areas: *ballfield with backstop *basketball *tennis	Access Routes	Same experience provided to all
		Located adjacent to accessible paths
	Equipment	Enough space between equipment for wheelchair
Boat Docks NONE	Access Routes	Located adjacent to accessible paths
		Berm cuts onto courts
		Height
Fishing Facilities NONE	Access Routes	Dimensions
		Spectator Seating <b>none</b>
	Equipment	Located adjacent to accessible paths
		Handrails
		Arm Rests
Programming Seasonal Farmers Market	Are special programs at your facilities accessible?	Bait Shelves
		Handrails
		Fish Cleaning Tables
Services and	Information available in alternative formats i.e. for visually impaired	Learn-to-Swim
		Guided Hikes
		Interpretive Programs

**LOCATION**

Technical Assistance  
NONE

Process to request interpretive services (i.e. sign language interpreter) for meetings

<b>PARKING</b> Street parking – no desginaged spots			
Total Spaces approx. 12		Required Accessible Spaces NO	
Up to 25	1 space		
26-50	2 spaces		
51-75	3 spaces		
76-100	4 spaces		
101-150	5 spaces		
151-200	6 spaces		
201-300	7 spaces		
301-400	8 spaces		
401-500	9 spaces		
Specification for Accessible Spaces	Yes	No	Comments/Transition Notes
Accessible space located closest to accessible entrance			
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft.			
Minimum width of 13 ft includes 8 ft space plus 5 ft access aisle			
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make all accessible spaces 11 ft wide with 5 ft aisle.			
Sign with international symbol of accessibility at each space or pair of spaces			
Sign minimum 5 ft, maximum 8 ft to top of sign			
Surface evenly paved or hard-packed (no cracks)			
Surface slope less than 1:20, 5%			
Curbcut to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present			
Curbcut is a minimum width of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or painted yellow			

**LOCATION**

<b>RAMPS NONE</b>			
<i>Specification</i>	Yes	No	<i>Comments/Transition Notes</i>
Slope Maximum 1:12			
Minimum width 4 ft between handrails			
Handrails on both sides if ramp is longer than 6 ft			
Handrails at 34" and 19" from ramp surface			
Handrails extend 12" beyond top and bottom			
Handgrip oval or round			
Handgrip smooth surface			
Handgrip diameter between 1 1/4" and 2"			
Clearance of 1 1/2" between wall and wall rail			
Non-slip surface			
Level platforms (4ft x 4 ft) at every 30 ft, at top, at bottom, at change of direction			

<b>SITE ACCESS, PATH OF TRAVEL, ENTRANCES NONE</b>			
<i>Specification</i>	Yes	No	<i>Comments/Transition Notes</i>
<b>Site Access all grass. No formal paths</b>			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance			
Disembarking area at accessible entrance			
Surface evenly paved or hard-packed			
No ponding of water			
<b>Path of Travel</b>			
Path does not require the use of stairs			
Path is stable, firm and slip resistant			
3 ft wide minimum			
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50).			
Continuous common surface, no changes in level greater than 1/2 inch			
Any objects protruding onto the pathway must be detected by a person with a visual disability using a cane			
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"			



**LOCATION**

Curb on the pathway must have curb cuts at drives, parking and drop-offs			
<b>Entrances NONE</b>			
Primary public entrances accessible to person using wheelchair, must be signed, gotten to independently, and <i>not</i> be the service entrance			
Level space extending 5 ft. from the door, interior and exterior of entrance doors			
Minimum 32" clear width opening (i.e. 36" door with standard hinge)			
At least 18" clear floor area on latch, pull side of door			
Door handle no higher than 48" and operable with a closed fist			
Vestibule is 4 ft plus the width of the door swinging into the space			
Entrance(s) on a level that makes elevators accessible			
Door mats less than 1/2" thick are securely fastened			
Door mats more than 1/2" thick are recessed			
Grates in path of travel have openings of 1/2" maximum			
Signs at non-accessible entrance(s) indicate direction to accessible entrance			
Emergency egress – alarms with flashing lights and audible signals, sufficiently lighted			

NOTES

<b>STAIRS and DOORS NONE</b>			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
<b>Stairs</b>			
No open risers			
Nosings not projecting			
Treads no less than 11" wide			
Handrails on both sides			
Handrails 34"-38" above tread			
Handrail extends a minimum of 1 ft beyond top and bottom riser (if no safety hazard and space permits)			
Handgrip oval or round			

**LOCATION**

Handgrip has a smooth surface			
Handgrip diameter between 1 1/4" and 1 1/2"			
1 1/2" clearance between wall and handrail			
<b>Doors</b>			
Minimum 32" clear opening			
At least 18" clear floor space on pull side of door			
Closing speed minimum 3 seconds to within 3" of the latch			
Maximum pressure 5 pounds interior doors			
Threshold maximum 1/2" high, beveled on both sides			
Hardware operable with a closed fist (no conventional door knobs or thumb latch devices)			
Hardware minimum 36", maximum 48" above the floor			
Clear, level floor space extends out 5 ft from both sides of the door			
Door adjacent to revolving door is accessible and unlocked			
Doors opening into hazardous area have hardware that is knurled or roughened			

**NOTES**

**LOCATION**

<b>RESTROOMS – also see Doors and Vestibules</b> <b>NONE</b> <b>except for seasonal port a potty for Farmer's Market</b>			
<i>Specification</i>	Yes	No	<i>Comments/Transition Notes</i>
5 ft turning space measured 12" from the floor			
<b>At least one Sink:</b>			
Clear floor space of 30" by 48" to allow a forward approach			
Mounted without pedestal or legs, height 34" to top of rim			
Extends at least 22" from the wall			
Open knee space a minimum 19" deep, 30" width, and 27" high			
Cover exposed pipes with insulation			
Faucets operable with closed fist (lever or spring activated handle)			
<b>At least one Stall:</b>			
Accessible to person using wheelchair at 60" wide by 72" deep			
Stall door is 36" wide			
Stall door swings out			
Stall door is self closing			
Stall door has a pull latch			
Lock on stall door is operable with a closed fist, and 32" above the floor			
Coat hook is 54" high			
<b>Toilet</b>			
18" from center to nearest side wall			
42" minimum clear space from center to farthest wall or fixture			
Top of seat 17"-19" above the floor			
<b>Grab Bars</b>			
On back and side wall closest to toilet			
1 1/4" diameter			
1 1/2" clearance to wall			
Located 30" above and parallel to the floor			
Acid-etched or roughened surface			
42" long			
<i>Fixtures</i>			
Toilet paper dispenser is 24" above floor			

One mirror set a maximum 38" to bottom (if tilted, 42")			
Dispensers (towel, soap, etc) at least one of each a maximum 42" above the floor			

**NOTES LOCATION**

<b>FLOORS, DRINKING FOUNTAINS, TELEPHONES</b>		<b>NONE</b>	
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
<b>Floors</b>			
Non-slip surface			
Carpeting is high-density, low pile, non-absorbent, stretched taut, securely anchored			
Corridor width minimum is 3 ft			
Objects (signs, ceiling lights, fixtures) can only protrude 4" into the path of travel from a height of 27" to 80" above the floor			
<b>Drinking Fountains</b>			
Spouts no higher than 36" from floor to outlet			
Hand operated push button or level controls			
Spouts located near front with stream of water as parallel to front as possible			
If recessed, recess a minimum 30" width, and no deeper than depth of fountain			
If no clear knee space underneath, clear floor space 30" x 48" to allow parallel approach			
<b>Telephones</b>			
Highest operating part a maximum 54" above the floor			
Access within 12" of phone, 30" high by 30" wide			
Adjustable volume control on headset so identified			
<b>SIGNS, SIGNALS, AND SWITCHES</b>			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
<b>Switches, Controls and Signs</b>			
Switches and controls for light, heat, ventilation, windows, fire alarms, thermostats, etc, must be a minimum of 36" and a maximum of 48" above the floor for a forward reach, a maximum of 54" for a side reach			
Electrical outlets centered no lower than 18" above the floor			
Warning signals must be visual as well as audible			

<b>Signs</b> NONE			
Mounting height must be 60" to centerline of the sign			
Within 18" of door jamb or recessed			
Letters and numbers at least 1/4" high			
Letters and numbers raised .03"			
Letters and numbers contrast with the background color			

**NOTES LOCATION**

<b>SWIMMING POOLS – accessibility can be via ramp, lifting device, or transfer area</b> NONE			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Ramp at least 34" wide with a non-slip surface extending into the shallow end, slope not exceeding 1:6 with handrails on both sides			
Lifting device			
Transfer area 18" above the path of travel and a minimum of 18" wide			
Unobstructed path of travel not less than 48" wide around pool			
Non-slip surface			

**LOCATION**

<b>SHOWER ROOMS - Showers must accommodate both wheel-in and transfer use</b> NONE			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
Stalls 36" by 60" minimum, with a 36" door opening			
Floors are pitched to drain the stall at the corner farthest from entrance			
Floors are non-slip surface			
Controls operate by a single lever with a pressure balance mixing valve			
Controls are located on the center wall adjacent to the hinged seat			
Shower heads attached to a flexible metal hose			
Shower heads attached to wall mounting adjustable from 42" to 72" above the floor			
Seat is hinged and padded and at least 16" deep, folds upward, securely attached to side wall, height is 18" to the top of the seat, and at least 24" long			
Soap trays without handhold features unless they can support 250 pounds			
2 grab bars are provided, one 30" and one 48" long, or one continuous L shaped bar			
Grab bars are placed horizontally at 36" above the floor line			

**LOCATION****PICNICKING** NONE

<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
A minimum of 5% of the total tables must be accessible with clear space under the table top not less than 30" wide and 19" deep per seating space and not less than 27" clear from the ground to the underside of the table. An additional 29" clear space (totaling 48") must extend beyond the 19" clear space under the table to provide access			
For tables without toe clearance, the knee space under the table must be at least 28" high, 30" wide and 24" deep.			
Top of table no higher than 32" above ground			
Surface of the clear ground space under and around the table must be stable, firm and slip-resistant, and evenly graded with a maximum slope of 2% in all directions			
Accessible tables, grills and fire rings must have clear ground space of at least 36" around the perimeter			

**Facility Inventory**

**LOCATION: Town Landing**

ACTIVITY	EQUIPMENT	NOTES
Picnic Facilities N/A	Tables & Benches	Located adjacent to accessible paths
		Access to Open Spaces
		Back and Arm Rests
		Adequate number
	Grills	Height of Cooking Surface
		Located adjacent to accessible paths
	Trash Cans	Located adjacent to accessible paths
	Picnic Shelters	Located adjacent to accessible paths
		Located near accessible water fountains, trash can, restroom, parking, etc.
Trails N/A		Surface material
		Dimensions
		Rails
		Signage (for visually impaired)
Swimming Facilities N/A	Pools	Entrance
		Location from accessible parking
		Safety features i.e. warning for visually impaired
	Beaches	Location from accessible path into water
		Handrails
		Location from accessible parking
		Shade provided
Play Areas (tot lots) N/A	All Play Equipment i.e. swings, slides	Same experience provided to all
	Access Routes	Located adjacent to accessible paths
		Enough space between equipment for wheelchair
Game Areas: *ballfield *basketball *tennis N/A	Access Routes	Located adjacent to accessible paths
		Berm cuts onto courts
	Equipment	Height
		Dimensions
		Spectator Seating
Boat Docks	Access Routes	Located adjacent to accessible paths <b>YES</b>
		Handrails <b>NO</b>
Fishing Facilities N/A	Access Routes	Located adjacent to accessible paths
		Handrails
	Equipment	Arm Rests
		Bait Shelves
		Handrails
		Fish Cleaning Tables
Programming N/A	Are special programs at your facilities accessible?	Learn-to-Swim
		Guided Hikes
		Interpretive Programs
Services and Technical Assistance N/A	Information available in alternative formats i.e. for visually impaired	
	Process to request interpretive services (i.e. sign language interpreter) for meetings	

<b>PARKING</b> There is one designated accessible space			
Total Spaces	Required Accessible Spaces		
Up to 25	1 space		
26-50	2 spaces		
51-75	3 spaces		
76-100	4 spaces		
101-150	5 spaces		
151-200	6 spaces		
201-300	7 spaces		
301-400	8 spaces		
401-500	9 spaces		
Specification for Accessible Spaces	Yes	No	Comments/Transition Notes
Accessible space located closest to accessible entrance	X		Space located closest to trailhead
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft.			N/A
Minimum width of 13 ft includes 8 ft space plus 5 ft access aisle			No designated lines, unimproved dirt lot
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make all accessible spaces 11 ft wide with 5 ft aisle.			No designated lines, unimproved dirt lot
Sign with international symbol of accessibility at each space or pair of spaces	X		
Sign minimum 5 ft, maximum 8 ft to top of sign	X		
Surface evenly paved or hard-packed (no cracks)		X	Unimproved dirt lot
Surface slope less than 1:20, 5%	X		
Curbcut to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present			N/A
Curbcut is a minimum width of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or painted yellow			N/A
<b>RAMPS</b> N/A			
Specification	Yes	No	Comments/Transition Notes
Slope Maximum 1:12			
Minimum width 4 ft between handrails			
Handrails on both sides if ramp is longer than 6 ft			
Handrails at 34" and 19" from ramp surface			
Handrails extend 12" beyond top and bottom			
Handgrip oval or round			
Handgrip smooth surface			
Handgrip diameter between 1 1/4" and 2"			
Clearance of 1 1/2" between wall and wall rail			
Non-slip surface			
Level platforms (4ft x 4 ft) at every 30 ft, at top, at bottom, at change of direction			



SITE ACCESS, PATH OF TRAVEL, ENTRANCES			
Specification	Yes	No	Comments/Transition Notes
<b>Site Access N/A - No formal paths, no buildings</b>			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance			
Disembarking area at accessible entrance			
Surface evenly paved or hard-packed			
No ponding of water			
<b>Path of Travel N/A</b>			
Path does not require the use of stairs			
Path is stable, firm and slip resistant			
3 ft wide minimum			
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50).			
Continuous common surface, no changes in level greater than ½ inch			
Any objects protruding onto the pathway must be detected by a person with a visual disability using a cane			
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"			
Curb on the pathway must have curb cuts at drives, parking and drop-offs			
<b>Entrances N/A</b>			
Primary public entrances accessible to person using wheelchair, must be signed, gotten to independently, and <i>not</i> be the service entrance			
Level space extending 5 ft. from the door, interior and exterior of entrance doors			
Minimum 32" clear width opening (i.e. 36" door with standard hinge)			
At least 18" clear floor area on latch, pull side of door			
Door handle no higher than 48" and operable with a closed fist			
Vestibule is 4 ft plus the width of the door swinging into the space			
Entrance(s) on a level that makes elevators accessible			
Door mats less than ½" thick are securely fastened			
Door mats more than ½" thick are recessed			
Grates in path of travel have openings of ½" maximum			
Signs at non-accessible entrance(s) indicate direction to accessible entrance			
Emergency egress – alarms with flashing lights and audible signals, sufficiently lighted			

NOTES

**STAIRS and DOORS N/A**

Specification	Yes	No	Comments/Transition Notes
<b>Stairs</b>			
No open risers			
Nosings not projecting			
Treads no less than 11" wide			
Handrails on both sides			
Handrails 34"-38" above tread			
Handrail extends a minimum of 1 ft beyond top and bottom riser (if no safety hazard and space permits)			
Handgrip oval or round			
Handgrip has a smooth surface			
Handgrip diameter between 1¼" and 1½"			
1½" clearance between wall and handrail			
<b>Doors</b>			
Minimum 32" clear opening			
At least 18" clear floor space on pull side of door			
Closing speed minimum 3 seconds to within 3" of the latch			
Maximum pressure 5 pounds interior doors			
Threshold maximum ½" high, beveled on both sides			
Hardware operable with a closed fist (no conventional door knobs or thumb latch devices)			
Hardware minimum 36", maximum 48" above the floor			
Clear, level floor space extends out 5 ft from both sides of the door			
Door adjacent to revolving door is accessible and unlocked			
Doors opening into hazardous area have hardware that is knurled or roughened			

NOTES

**LOCATION**

<b>RESTROOMS – also see Doors and Vestibules</b>		<b>N/A</b>	
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5 ft turning space measured 12" from the floor			
<b>At least one Sink:</b>			
Clear floor space of 30" by 48" to allow a forward approach			
Mounted without pedestal or legs, height 34" to top of rim			
Extends at least 22" from the wall			
Open knee space a minimum 19" deep, 30" width, and 27" high			
Cover exposed pipes with insulation			
Faucets operable with closed fist (lever or spring activated handle)			
<b>At least one Stall:</b>			
Accessible to person using wheelchair at 60" wide by 72" deep			
Stall door is 36" wide			
Stall door swings out			
Stall door is self closing			
Stall door has a pull latch			
Lock on stall door is operable with a closed fist, and 32" above the floor			
Coat hook is 54" high			
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1¼" diameter			
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42" long			
<b>Fixtures</b>			
Toilet paper dispenser is 24" above floor			
One mirror set a maximum 38" to bottom (if tilted, 42")			
Dispensers (towel, soap, etc) at least one of each a maximum 42" above the floor			

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**LOCATION**

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Floors are non-slip surface			
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**LOCATION**

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<i>Specification</i>	Yes	No	<i>Comments/Transition Notes</i>
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