

OFFICE OF LOTTERY AND GAMING

# Retailer Accessibility Program Guidebook



## **Introduction**

The DC Lottery seeks to generate and increase sales to raise funds to support vital programs benefiting the District of Columbia through all appropriate means, including the expansion of its licensed retailer base. As the Lottery's licensed retailer network grows, it is important to ensure that licensees provide, to the extent feasible, sales locations easily approached and entered by everyone, including those individuals who may be physically challenged. To achieve this objective, the DC Lottery developed the Retailer Accessibility Program.

This guidebook was created to educate both staff and licensed retailers and to ensure that the Lottery's accessibility standards are met. Use this guidebook to evaluate each retailer's current state of accessibility and potential to become accessible.

## **Definitions:**

### **Americans With Disabilities Act (ADA)**

The ADA is a Federal law that prohibits discrimination against individuals with disabilities in places that are open to the general public.

### **Retailer Accessibility Program (RAP)**

The RAP is the DC Lottery's implementation of the ADA to ensure that people with disabilities have access to DC Lottery products.

### **Retailer**

Any person or business that is licensed to sell DC Lottery products.

### **Curb Ramp**

A short ramp cutting through a curb or build up. A curb ramp is usually a lead from the street or a parking lot to a sidewalk, where a ramp is used to connect the sidewalk to the entrance.

### **Ramp Slope**

Ramp slope is expressed as a ratio in inches of vertical rise along a horizontal run

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## A. Parking Signs

- ❖ The international symbol of accessibility should be posted in front of each accessible parking space designating the reserved spot. The accessibility symbol is the well-known drawing of a person in a wheelchair on a blue background.
- ❖ Van-accessible parking spaces must have the international symbol of accessibility posted and the words “van accessible” just below the accessibility symbol to mark the van-accessible area specifically.
- ❖ Accessibility signs must be located in front of the space and mounted high enough (at least 60 inches) to avoid being obstructed by any parked vehicles or other obstacles.

See illustrations on page 12

## **B. Van Accessible Parking Spaces**

- ❖ Van accessible parking spaces are similar to car accessible parking spaces with the exception of three features:
- ❖ The accessibility aisle must be at least 96 inches wide to accommodate a wheelchair lift;
- ❖ Vertical clearance must be at least 98 inches at the parking space, along the adjacent access aisle, and along the vehicular route to and from the space; and
- ❖ The parking space must be identified with the words “Van Accessible”.

## C. Standard Accessible Parking Spaces

- ❖ Accessible parking spaces must be located close to an accessible entrance.
- ❖ Accessible parking spaces must have an access aisle at least a 60 inch wide located adjacent to the 96 inch wide designated accessible spaces.
- ❖ Accessible parking spaces must be identified with a sign that includes the international symbol of accessibility.
- ❖ For **every 25** parking spaces, there must be at least **ONE** accessible parking space.
- ❖ If a parking lot only requires one accessible parking space then it must be a van accessible space.

See illustrations on page 12

## **D. Accessible Route**

- ❖ An accessible route at least 36 inches wide must be available from the accessible parking space, public street parking, or public sidewalk to the accessible entrance.
- ❖ When necessary, a 36 inch wide path must be striped across the parking lot to the accessible entrance.
- ❖ The accessible route must be firm, stable, and free of obstructions to the accessible entrance.

See illustrations on page 13

## E. Ramps

- ❖ A curb ramp must be provided whenever an accessible route crosses a curb.
- ❖ Curb ramps do not require handrails.
- ❖ All ramps must be at least 36 inches wide, excluding side flares.
- ❖ A ramp with a vertical rise of over 6 inches, must have a slope no greater than 1:12.
- ❖ Ramps must be stable, firm, free of any abrupt changes and have a slip-resistant surface
- ❖ If a ramp has a rise higher than 6 inches, it must have handrails on both sides that are between 34 and 38 inches high.

See illustrations on page 13

## F. Doors

- ❖ All entrance doors must have a minimum clearance width of 32 inches.
- ❖ The door threshold must be no more than  $\frac{1}{2}$  (0.5) inch high and beveled.
- ❖ If the door automatically opens, it should remain open for at least 5 seconds.
- ❖ If the entry has two doors in a series (e.g., a vestibule), the space between the open doors must be at least 48 inches.

See illustrations on page 14

## **G. Door Hardware**

- ❖ The middle of the door handle should be no less than 34 inches and no greater than 48 inches above the ground.
- ❖ The door is considered accessible if it is equipped with hardware that is operable with one hand and does not require tight grasping, pinching or twisting of the wrist to operate it.

## H. Interior

- ❖ There must be at least a 36 inch wide route inside the establishment that is free of obstruction, to where DC Lottery products are sold.
- ❖ If floor mats are used along the accessible route, the mats must be secured and non-sliding.
- ❖ There must be a 60 inch diameter turning space or a 36 inch wide T-shaped space to allow a wheelchair to reverse direction.
- ❖ The counter where DC Lottery products are sold must be 36 inches high or less.

See illustrations on page 14

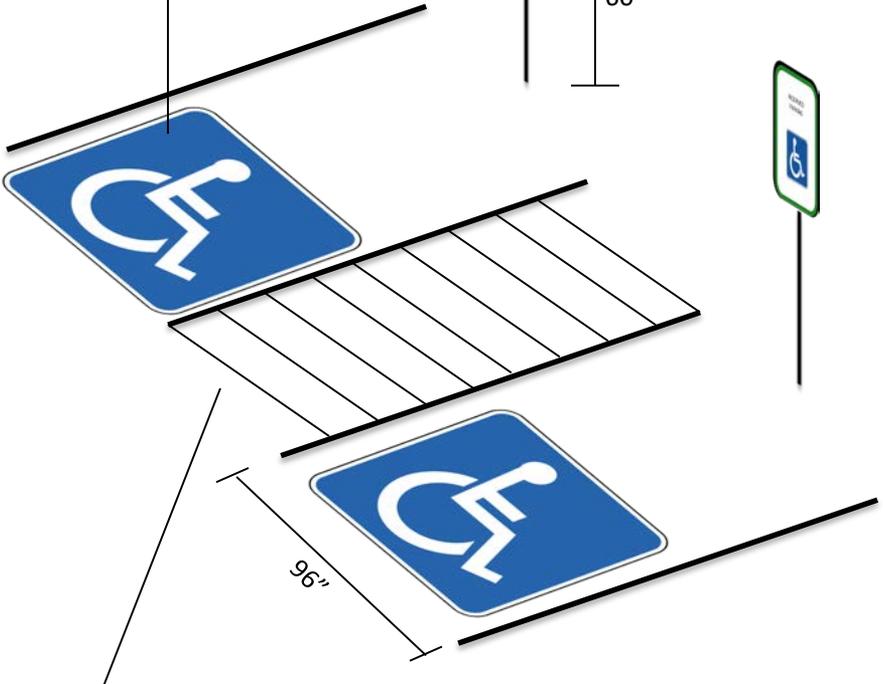


# Accessible Parking Spaces & Signs

Example of van accessible parking sign



Universal symbol painted on each designated accessible space

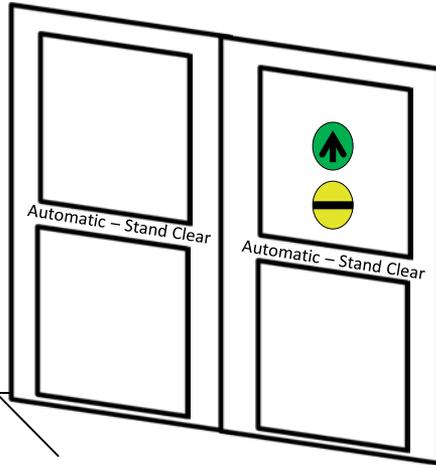


60" access aisle adjacent to designated accessible space

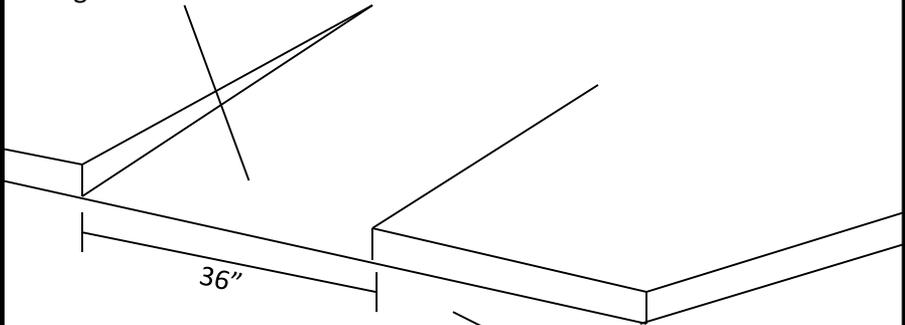


# Accessible Routes and Ramps

Clear path to entrance  
of retailer location



Slope of ramp must be  
no greater than 1" : 12"



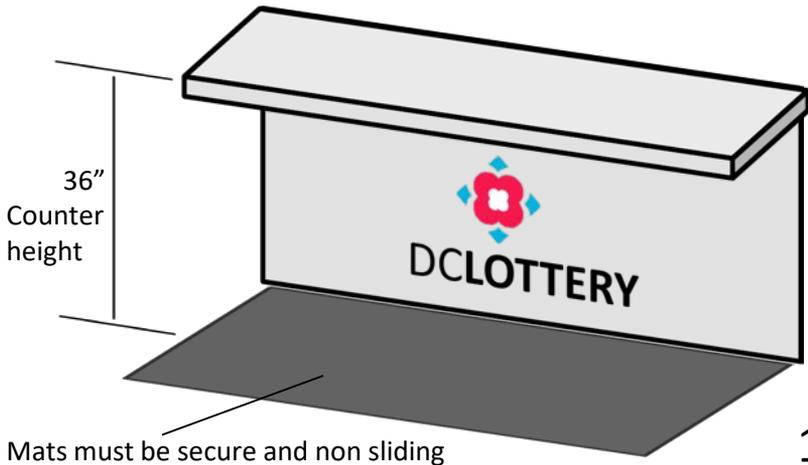
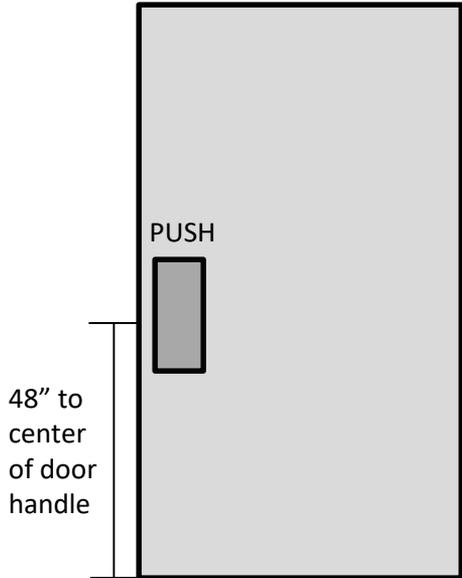
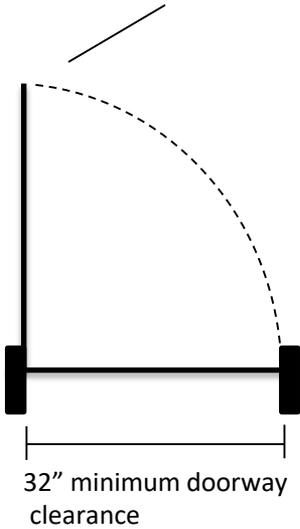
36"

When necessary 36" wide path  
must be striped across parking lot



# Doors and Interior

If retailer location has two entry doors with a vestibule, there must be a 48" clear space between the two open doors





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