

MAYOR MARTIN J. WALSH

HOUSING A CHANGING CITY

BOSTON 2030



DISABILITY HOUSING TASK FORCE REPORT



2017

Boston Planning and Development Agency
Commission on Persons with Disabilities
Inspectional Services
Department of Neighborhood Development



Introduction

In October 2014, Mayor Martin J. Walsh issued a new housing plan for the City of Boston: *Housing A Changing City: Boston 2030*. The plan's overarching goal is the creation of 53,000 new units of housing by 2030. This ambitious goal has several subcategories keyed to the needs of specific demographic groups within Boston.

The plan's chapter regarding housing Boston's low-income, non-elderly residents includes language noting the need for improved access to appropriate housing for persons with disabilities:

“Work with the Disability Commission to acquire a better understanding of the needs of the disabled community, and establish both production targets and procedures to make it easier for people in the disability community to occupy accessible housing.”

According to the most recent data from the American Community Survey, approximately 75,100 people - nearly 12 percent of Boston's population - have a disability. Of those with a disability, about 48,400 are under age 65. Accessible housing is one of the most important needs of persons with certain types of disabilities, especially the approximately 22,300 non-elderly persons with ambulatory disabilities. Special housing adaptations are also important to ensure the safety and quality of life of the 9,800 non-elderly persons with visual disabilities and the 7,400 with auditory disabilities.

Although Boston is fortunate to have a significant number of public housing and subsidized assisted housing units set aside for low-income persons with disabilities, the need for such units far exceeds the supply. There is also a need for accessible units for those who have incomes that are too high to qualify for subsidized rental units, or who are lower-income homeowners needing adaptations to enable them to live comfortably and safely in their homes.

Recognizing the need for increasing access to housing for persons with disabilities, the City of Boston and its nonprofit partners created the Mayor's Disability Housing Task Force (DHTF) to ensure that housing is accessible for persons with disabilities. The DHTF's membership reflects the expertise and experience of housing service providers for persons with disabilities, advocates for these communities, funders, and representatives from City and State agencies.

The DHTF has convened over the past eighteen months to assess the housing needs of non-elderly persons with disabilities. In addition, the City is required to assess the needs of this population as a condition of the Federal Department of Housing and Urban Development's new Assessment of Fair Housing.

In this report, the DHTF recommends policy initiatives falling into three categories:

- Increasing the supply of housing for persons with disabilities;
- Improving information about existing housing and programs; and
- Increasing housing support services for persons with disabilities.

Specific goals and strategies are outlined below, concluding the main work of the DHTF. The DHTF will continue to meet to produce an action plan and monitor progress.

Increasing the Supply of Housing for Persons with Disabilities

In order to serve Boston's disabled community, it is important that Boston increases its investment in accessible housing units. To accomplish this goal, the DHTF has outlined the following strategies.

Strategy: Establish a centralized database of City-funded units already created for persons with disabilities.

For more than forty years, the City of Boston has been required to make five percent of its federally funded units accessible for persons with mobility disabilities, with additional units accessible for persons with vision or hearing disabilities. During the eighteen months that the Task Force has been meeting to amend this policy, however, it has become clear that there needs to be a centralized database established to accurately account for and track these units, which were produced by a number of different agencies and programs.

In addition, ISD will begin to collect data on the number of accessible units contained in all multi-family properties through its Rental Registry, in an effort to maximize the utility of this database.

Strategy: Increase the percentage of City-funded affordable units available to persons with disabilities.

Demographic information from the most recent survey of Boston by the ACS asserts that more than one in ten Bostonians has some type of disability. To ensure that the needs of all Bostonians are being served, the new set aside policy will increase the number of affordable units designed and marketed to disabled households from five to ten percent in newly-constructed elevator buildings.

Eight percent of those units will be affordable/accessible households for persons with physical disabilities, while two percent of the units will be designated for persons with sensory disabilities.

Strategy: Continue to prioritize City funding for projects that serve the disabled community.

The City of Boston holds competitive funding rounds several times a year, making both Federal and local funding available.

Through the Request for Proposal process, the City formally outlines criteria for consideration; applicants developing housing that serves the disabled community beyond the minimum required will be encouraged to apply and will receive priority.

Strategy: Encourage nonprofit developer partners to apply for Section 811 Supportive Housing for Persons with Disabilities from the Commonwealth of Massachusetts.

Section 811 Supportive Housing for Persons with Disabilities offers rental subsidies to nonprofit developers of affordable rental housing that include supportive services for adults with disabilities.

These rental subsidies, disbursed to the State from HUD, can be used in new or existing multifamily housing complexes funded through different sources, such as Federal Low-Income Housing Tax Credits, Federal HOME funds, and other State, Federal, and local programs.

Historically, Boston has not utilized this targeted resource. In order to increase its utilization, the City of Boston will work with the State to educate the development community on how the program works; encourage partnership and collaboration for key projects; and prioritize City funding for projects utilizing the 811 program.

Strategy: Explore the use of universal design in housing developments funded by the City of Boston

Universal design principles include -- but are not limited to -- building flexibility into a space to accommodate a wide range of abilities; ensuring that low physical effort is required to use the space; and minimizing potential hazards and possibility of accidents in the space. Universal design often meets the needs of persons with disabilities, and creates living and common spaces within buildings that are accessible to persons of any age or ability. This accessibility encourages diversity and multi-generational living.

Given that today, more people are living longer with a wide array of disabilities and chronic health conditions than ever before, the adoption of universal design principles in City-funded projects can not only allow for greater flexibility of use over time, but also can be more cost-efficient than retrofitting units for specific disabilities.

The City will explore these design principles and make recommendations on how to incorporate them into City-funded developments where appropriate.

Strategy: Increase the number of Inclusionary Development Program affordable housing units accessible to households with a disabled member.

The Boston Planning & Development Agency (BPDA) staff will be submitting a new policy proposal to the BPDA board for adoption. The new policy will increase the number of income-restricted units produced via the Inclusionary Development Policy (IDP) which are accessible to persons with disabilities. Currently, IDP requires developers of buildings with ten or more units seeking zoning variances to income restrict thirteen percent of the project's units as affordable to moderate- to middle-income households.

In new buildings with twenty or more units, Massachusetts law requires that five percent of the total number of units in a building are accessible to persons with physical disabilities. While this assures a percentage of the total units in a project are accessible, developers have not always provided accessible units as part of the income-restricted units committed under IDP.

Over the last year, the BPDA has worked with developers to provide more accessible units as part of their IDP commitment. Going forward, however, the BPDA would require that buildings which meet the accessibility requirement will make 15 percent of new IDP units accessible to persons with physical disabilities or sensory impairments,

Strategy: Review and modify income and asset requirements for prospective renters and buyers of Inclusionary Development Program and other City-assisted affordable housing units.

The BPDA certifies the income and assets of prospective renters and buyers of affordable units created through the Inclusionary Development Program. The BPDA is committed to providing flexibility in its certification processes that takes into account the sometimes unique financial circumstances of persons with physical disabilities. For example, a disability trust would be handled differently as an asset than traditional assets such as regular bank accounts.

Similarly, the Department of Neighborhood Development's Boston Home Center will examine their current practices in regard to income and assets for prospective homebuyers of newly built, or deed-restricted resales, of homes accessible to persons with disabilities. After this review, policies will be adapted to ensure that the disabled community is not deterred from purchasing accessible, affordable homes due to these requirements.

Strategy: BPDA will require the completion of an Accessibility Checklist for use in the Article 80 approval process

To ensure that new developments in Boston are planning for accessibility and inclusion, the Boston Zoning Article 80 Small or Large Project Review process will require that development teams complete an Accessibility Checklist. This document will also be required as part of all Institutional Master Plan modifications and updates. The Accessibility Checklist will require that developers and institutions provide specific detail about their plans for accessibility and inclusion, including descriptions, diagrams and data. On March 2, 2017, the BPDA Board approved an update to the checklist, which is attached to this document.

This checklist will be used as a tool to encourage developers to begin thinking about access and inclusion at the beginning of development projects, and to strive to exceed minimum compliance requirements.

Strategy: Support homeowners who will create an Additional Dwelling Unit (ADU) in their home for the use of a family member.

The City of Boston is planning to launch an 18-month pilot program in three neighborhoods to test the feasibility of family-created ADUs, gauge interest in their creation, and assess the potential impact of ADUs both on the neighborhoods and as a means of creating new housing.

The City will pilot a loan fund to assist families developing an ADU within their home for the use of family members, such as children, senior family members or other family members with disabilities. The fund will offer up to \$30,000 in a zero percent deferred loan to eligible pilot neighborhood households creating an additional unit.

Strategy: Assess the feasibility of an accessibility loan program for owners of 1- to 4-family residential properties through the Boston Home Center's home repair loan programs.

If necessary, this loan program would be available to owner-occupants of 1- to 4-family properties that fall outside the financial limits of qualifying for the state's HOME Modification Loan Program, and will fill a gap in funding assistance to small property owners by allowing them to retrofit and modify units for the use of persons with disabilities. This program would work with owner occupant landlords to fund modifications to their primary or rental units or both: to encourage and enable landlords to rent to people with disabilities, and to expand the inventory of accessible rental units to persons needing physical modifications in order to occupy those units.

Improving access to resources and training

There are already many existing requirements, sources of information, and resources to help persons with disabilities to access housing. The City will strive to catalogue this data and will help train stakeholders in how to find and use it.

Centralizing Information:

Strategy: Centralize all relevant housing information and resources for persons with disabilities.

Catalog all of the existing accessible housing units that exists in the City of Boston, and provide this information to the public in an easy to access format.

Create a new, printed resource guide to highlight important housing information for Boston's disability community.

Work with property owners and managers to standardize the applications for housing across the board to streamline the application process.

Strategy: Improve the listings of City properties on the CHAPA Registry.

The CHAPA Registry is an online search tool to help persons with disabilities find affordable, accessible housing. It includes vacancy and waitlist information for affordable, accessible rental housing along with a mapping feature to track the location of available units.

Property owners and managers are able to post available rental units and housing applications, so that consumers can be notified when units become available.

Moving forward, the City will require that City-funded affordable housing developments list all accessible units on the Registry.

Using Information Better

Strategy: Provide ongoing training to property managers on Fair Housing law.

Fair Housing law is critical to protecting the abilities of persons with disabilities to access stable, affordable housing. In turn, property managers deserve a clear understanding of this law, including definitions of disabilities, what reasonable accommodations or modifications are required, and how to manage associated costs.

Strategy: Organize all accessibility requirements (AAB, ADA, Federal Fair Housing Amendments Act of 1988 and any others) into a guide for developers to ensure a clear understanding of what is required.

Inspectional Services, the BPDA, and DND will review all existing materials that outline accessibility requirements, in order to consolidate and update them. The guide will also outline Universal Design Principles, and how they can be applied to new designs to encourage ideal accessibility and provide supportive living environments.

Strategy: Ensure that City of Boston Inspectional Services (ISD) building inspectors understand and enforce accessibility requirements.

Moving forward, ISD building inspectors will confirm that all designated accessible built-out units are in compliance with the MA Architectural Access Board (AAB 521 CMR).

Strategy: Assist owners and contractors with permitting

The Department of Neighborhood Development will work with ISD to identify a point person and agency contact. This contact will become a resource to help homeowners and contractors work with ISD to navigate the relevant permitting process.

Strategy: Promote access to homeownership opportunities for persons with disabilities.

The Boston Home Center empowers low- and moderate-income homebuyers to navigate the home buying process, and to access sound, affordable, and sustainable mortgage products. The Home Center will promote Fannie Mae mortgage products and the Homeownership Voucher Program to better align its down payment assistance program with the needs of Boston's disabled families.

Fannie Mae Mortgages

Many of the City's participating lenders offer Fannie Mae mortgage products, which allow legal guardians who provide housing for a physically handicapped or developmentally disabled adult to treat the housing as a principal residence even though the parent/legal guardian will not live with the disabled adult in the property. The Boston Home Center will forge relationships with agencies working on behalf of disabled families to identify and link potential disabled home buyers to participating lenders that offer Fannie Mae products.

Homeownership Voucher Pilot Program

The Homeownership Voucher Pilot will assist moderate or low-income families with at least one member with a disability to purchase a home.

As part of the Whittier Choice neighborhood grant, the Boston Home Center will pilot a Homeownership Voucher program to successful graduates of the Boston Housing Authority's Family Self-Sufficiency program, which ensures that families living in public housing have information and access to homeownership.

Increasing housing support services for persons with disabilities

Strategy: **Work with the Office of Housing Stability to prioritize non-elderly people with disabilities who are at high risk of losing their housing and becoming homeless.**

The City's Office of Housing Stability was established to assist residents who are not stable in their housing with services including housing search and case management. Case management can assist with eviction prevention, landlord-tenant disputes, rent escalations, unplanned loss of housing, or any other rental housing emergency.

OHS will also begin to inventory those agencies in Boston who work with the disabled community, in order to improve its capacity to refer persons with disabilities to the most appropriate resources.

In addition, OHS will more intentionally link people with disabilities to the City of Boston Mayor's Office of Workforce Development for information on financial empowerment, economic stability, and tax preparation.

Strategy: **Provide support and resources for people with disabilities who have been chronically homeless and are seeking permanent housing.**

"Boston's Way Home", the Walsh Administration's plan to end chronic and veteran homelessness, outlines goals and strategies to end chronic homelessness by the close of 2018. People who are chronically homeless have been homeless for more than one year, and have a disability that makes it challenging for them to become stabilized in housing.

Through this initiative, the City has been able to identify all persons in Boston who are chronically homeless, including veterans and those who have a history of incarceration. Teams meet weekly to identify the appropriate units of housing and supportive services to assist chronically homeless people to become stabilized in housing. The Walsh administration's FY18 budget includes more than \$1 million to continue the work of this initiative. Boston's Way Home has housed 330 chronically homeless people since 2015, ending more than 2,000 years of homelessness.

Governance and Accountability

The City of Boston is grateful for the work of the Disability Housing Task Force, and is committed to implementing these recommendations.

Next steps: An action plan with timelines will be drafted and presented to the Task Force at its next meeting.

As part of its reporting on the progress of *Housing a Changing City: Boston 2030*, the City will commit to detailing measurable goals, and will report on them. This reporting will be included with the metrics outlined in the regular *Quarterly Reports*.

This report, the action plan and a record of progress will be made public and updated on a regular basis.

To ensure that these important recommendations are acted upon, the Disability Housing Task Force will continue to meet for progress briefings.

Appendix

- 1 New Informational Brochure
2. New BPDA Article 80
Accessibility Checklist

Informational brochure



IMPORTANT INFORMATION ABOUT HOUSING IN BOSTON FOR PERSONS WITH DISABILITIES



A PUBLICATION OF THE MAYOR'S
DISABILITIES HOUSING TASK FORCE



City of Boston
Mayor Martin J. Walsh



Dear Friends,

Persons with some form of a disability are nearly twenty percent of the population. Ensuring that Bostonians have access to the programs and services that will make it possible for them to live comfortably in their home is very important to me. That's why one of the goals of my housing plan, **Housing A Changing City: Boston 2030**, is improving access to appropriate housing for persons with disabilities. The Disability Housing Task Force I convened over the past year to better understand and assess the particular housing needs of persons with disabilities set three critical goals: increase the supply of housing; improve outreach and marketing for available accessible housing; and increase support services related to housing for persons with disabilities.

Inside this brochure, you'll find helpful information about programs and organizations designed to be a one stop shopping resource guide to highlight important services available to help persons with disabilities in and around Boston. Phone numbers and website addresses for all programs are included. While the Commission for Persons With Disabilities is there specifically to assist you during working hours at 617-635-3682, the Mayor's 24 Hour Constituent Services Center will answer at any time of the day. All you need to do to reach them is dial 311. I urge you to contact the 24 hour hotline if you need any help or have any questions.

Sincerely,

MAYOR MARTIN J. WALSH

Informational brochure

CITY OF BOSTON PROGRAMS

Mayor's Commission for Persons with Disabilities 617.635.3682

boston.gov/disability

The Commission facilitates full and equal participation in all aspects of life by persons with disabilities in the City of Boston. They strive to reduce architectural, procedural, attitudinal, and communication barriers that affect persons with disabilities.

Boston Home Center 617.635.4663

www.bostonhomecenter.com

Offers a reduced interest rate loan for Boston homeowners with disabilities or who need to make access modifications to their dwellings.

The Boston Housing Authority 617.988.4000

www.boston.gov/departments/housing-authority

The Boston Housing Authority provides affordable housing to more than 25,000 residents in and around the City of Boston, including persons with disabilities.

The Boston Planning & Development Agency 617.722.4300

www.bostonplans.org

Ensures that all development projects subject to Zoning Article 80 Review, including all Institutional Master Plan modifications and updates, have completed The Accessibility Guidelines and Checklist which supports the universal inclusion of people with disabilities in the built environment.

Office of Fair Housing & Equity 617.635.4408

www.boston.gov/departments/fair-housing-and-equity

Ensures fair and equitable access to housing and employment opportunities for all Bostonians, regardless of ability.

Office of Housing Stability 617-635-4200

www.boston.gov/housing/office-housing-stability

OHS works with tenants and landlords to come up with sustainable housing solutions. For Housing Listings, please visit: boston.gov/housing/metrolist

Boston 311 311

311.boston.gov

311 is an easy-to-remember telephone number that connects you with highly-trained Constituent Service Center representatives who are ready to help you with requests for non-emergency City services and information, such as blocked wheelchair ramps or sidewalks, or any issue that impedes access. To reach the Mayor's 24-hour Hotline, simply dial 311 from any phone in Boston.

In Case of Emergency 911
Please dial 911 if there is an emergency, and you need to reach the Boston Police Department, the Boston Fire Department or the Boston Emergency Medical Services.

THE ARC OF MASSACHUSETTS

The mission of The Arc of Massachusetts is to enhance the lives of individuals with intellectual and developmental disabilities and their families. We accomplish this through advocacy of supports and services based in the community.

The Arc of Massachusetts
1.781.891.6270
<http://thearcofmass.org/>

BOSTON CENTER FOR INDEPENDENT LIVING

BCIL is a cross-disability organization that works with any person (regardless of age) who identifies as a person with a disability. BCIL offers Housing Workshops the first and third Wednesday of every month from 10am-12pm which provide information about types of housing available in MA and tips on how to apply.

Boston Center for Independent Living
617.338.6665
www.bostoncil.org

COMMONWEALTH OF MASSACHUSETTS STATEWIDE INDEPENDENT LIVING COUNCIL

A Governor appointed Council. Members include persons who are knowledgeable about centers for independent living and the services they provide.

Massachusetts Statewide Independent Living Council
Voice/TTY: 508.620.7452
www@masilc.org

DISABILITY LAW CENTER OF MASSACHUSETTS

The Disability Law Center (DLC) is the Protection and Advocacy agency for Massachusetts. DLC is a private, non-profit organization responsible for providing protection and advocacy for the rights of Massachusetts residents with disabilities. DLC receives federal, state and private funding but is not part of the state or federal government.

Disability Law Center of Massachusetts
800.872.9992
<http://www.dlc-ma.org/>



HOME START

The Housing First Program assists disabled individuals in moving from the streets into permanent housing. Full support services are provided to obtain the life skills, as well as the physical and psychological attention needed to maintain housing.

Home Start
617.542.0338
www.homestart.org

MASSACHUSETTS COMMISSION AGAINST DISCRIMINATION

The Massachusetts Commission Against Discrimination (MCAD) was established in 1946 as the state's chief civil rights agency charged with the authority to investigate, prosecute, adjudicate and resolve cases of discrimination. Led by three Commissioners, one who serves as chair, the MCAD enforces the state's anti-discrimination laws in these areas: Employment, Housing, Credit, Public Accommodations, and Access to Education. The MCAD protects individuals in numerous protected categories including race, color, creed, national origin, age, disability, gender, gender identity, and sexual orientation.

Massachusetts Commission Against Discrimination
617.994.6000
<http://www.mass.gov/mcad/>

MASSACHUSETTS OFFICE ON DISABILITY

The state advocacy agency that serves people with disabilities of all ages. Ensures the full and equal participation of all people with disabilities in all aspects of life by working to advance legal rights, maximum opportunities, supportive services, accommodations and accessibility in a manner that fosters dignity and self determination.

Massachusetts Office on Disability

617.727.7440

www.mass.gov/mod

MASSACHUSETTS REHAB COMMISSION & COMMUNITY ECONOMIC DEVELOPMENT ASSISTANCE CORPORATION

Offers a reduced interest rate loan for homeowners with disabilities who need to make access modifications to their principal residence thru the Home Modification Loan Program.

Massachusetts Rehab Commission & Community Economic Development Assistance Corporation

617.727.5944

<https://cedac.org/home-modification-loan-program/>

METROPOLITAN BOSTON HOUSING PARTNERSHIP (MBHP)

Connects residents of Greater Boston with safe, decent, affordable homes, empowering families and individuals to move along the continuum from homelessness to housing stability.

Metropolitan Boston Housing Partnership (MBHP)

617.859.0400

www.mbhp.org

Article 80 – Accessibility Checklist

A requirement of the Boston Planning & Development Agency (BPDA) Article 80 Development Review Process

The Mayor’s Commission for Persons with Disabilities strives to reduce architectural, procedural, attitudinal, and communication barriers that affect persons with disabilities in the City of Boston. In 2009, a Disability Advisory Board was appointed by the Mayor to work alongside the Commission in creating universal access throughout the city’s built environment. The Disability Advisory Board is made up of 13 volunteer Boston residents with disabilities who have been tasked with representing the accessibility needs of their neighborhoods and increasing inclusion of people with disabilities.

In conformance with this directive, the BDPA has instituted this Accessibility Checklist as a tool to encourage developers to begin thinking about access and inclusion at the beginning of development projects, and strive to go beyond meeting only minimum MAAB / ADAAG compliance requirements. Instead, our goal is for developers to create ideal design for accessibility which will ensure that the built environment provides equitable experiences for all people, regardless of their abilities. As such, any project subject to Boston Zoning Article 80 Small or Large Project Review, including Institutional Master Plan modifications and updates, must complete this Accessibility Checklist thoroughly to provide specific detail about accessibility and inclusion, including descriptions, diagrams, and data.

For more information on compliance requirements, advancing best practices, and learning about progressive approaches to expand accessibility throughout Boston’s built environment. Proponents are highly encouraged to meet with Commission staff, prior to filing.

Accessibility Analysis Information Sources:

1. Americans with Disabilities Act – 2010 ADA Standards for Accessible Design
http://www.ada.gov/2010ADASTandards_index.htm
2. Massachusetts Architectural Access Board 521 CMR
<http://www.mass.gov/eopss/consumer-prot-and-bus-lic/license-type/aab/aab-rules-and-regulations-pdf.html>
3. Massachusetts State Building Code 780 CMR
<http://www.mass.gov/eopss/consumer-prot-and-bus-lic/license-type/csl/building-codebbrs.html>
4. Massachusetts Office of Disability – Disabled Parking Regulations
<http://www.mass.gov/anf/docs/mod/hp-parking-regulations-summary-mod.pdf>
5. MBTA Fixed Route Accessible Transit Stations
http://www.mbta.com/riding_the_t/accessible_services/

6. City of Boston – Complete Street Guidelines
<http://bostoncompletestreets.org/>
7. City of Boston – Mayor’s Commission for Persons with Disabilities Advisory Board
<https://www.boston.gov/departments/disabilities-commission>
8. City of Boston – Public Works Sidewalk Reconstruction Policy
http://www.boston.gov/images_documents/sidewalk%20policy%200114_tcm3-41668.pdf
9. City of Boston – Public Improvement Commission Sidewalk Café Policy
http://www.boston.gov/images_documents/Sidewalk_cafes_tcm3-1845.pdf

Glossary of Terms:

1. **Accessible Route** – A continuous and unobstructed path of travel that meets or exceeds the dimensional and inclusionary requirements set forth by MAAB 521 CMR: Section 20
2. **Accessible Group 2 Units** – Residential units with additional floor space that meet or exceed the dimensional and inclusionary requirements set forth by MAAB 521 CMR: Section 9.4
3. **Accessible Guestrooms** – Guestrooms with additional floor space, that meet or exceed the dimensional and inclusionary requirements set forth by MAAB 521 CMR: Section 8.4
4. **Inclusionary Development Policy (IDP)** – Program run by the BPDA that preserves access to affordable housing opportunities in the city. For more information visit: <http://www.bostonplans.org/housing/overview>
5. **Public Improvement Commission (PIC)** – The regulatory body in charge of managing the public right of way. For more information visit: <https://www.boston.gov/departments/public-works/public-improvement-commission>
6. **Visitability** – A place’s ability to be accessed and visited by persons with disabilities that cause functional limitations; where architectural barriers do not inhibit access to entrances/doors and bathrooms.

1. Project Information:

If this is a multi-phased or multi-building project, fill out a separate Checklist for each phase/building.

| | | | |
|--|---------------------------------------|---|----------------------------|
| Project Name: | | | |
| Primary Project Address: | | | |
| Total Number of Phases/Buildings: | | | |
| Primary Contact (Name / Title / Company / Email / Phone): | | | |
| Owner / Developer: | | | |
| Architect: | | | |
| Civil Engineer: | | | |
| Landscape Architect: | | | |
| Permitting: | | | |
| Construction Management: | | | |
| At what stage is the project at time of this questionnaire? Select below: | | | |
| | PNF / Expanded PNF Submitted | Draft / Final Project Impact Report Submitted | BPDA Board Approved |
| | BPDA Design Approved | Under Construction | Construction Completed: |
| Do you anticipate filing for any variances with the Massachusetts Architectural Access Board (MAAB)? <i>If yes</i> , identify and explain. | | | |

2. Building Classification and Description:

This section identifies preliminary construction information about the project including size and uses.

What are the dimensions of the project?

| | | | |
|------------------------|-----|-----------------------------|----------|
| Site Area: | SF | Building Area: | GSF |
| Building Height: | FT. | Number of Stories: | Flrs. |
| First Floor Elevation: | | Is there below grade space: | Yes / No |

What is the Construction Type? (Select most appropriate type)

| | | | | |
|--|------------|---------|-------------|----------|
| | Wood Frame | Masonry | Steel Frame | Concrete |
|--|------------|---------|-------------|----------|

What are the principal building uses? (IBC definitions are below - select all appropriate that apply)

| | | | | |
|--|--------------------------------|----------------------------------|---------------|-------------|
| | Residential - One - Three Unit | Residential - Multi-unit, Four + | Institutional | Educational |
| | Business | Mercantile | Factory | Hospitality |
| | Laboratory / Medical | Storage, Utility and Other | | |

List street-level uses of the building:

| |
|--|
| |
|--|

3. Assessment of Existing Infrastructure for Accessibility:

This section explores the proximity to accessible transit lines and institutions, such as (but not limited to) hospitals, elderly & disabled housing, and general neighborhood resources. Identify how the area surrounding the development is accessible for people with mobility impairments and analyze the existing condition of the accessible routes through sidewalk and pedestrian ramp reports.

Provide a description of the neighborhood where this development is located and its identifying topographical characteristics:

| |
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List the surrounding accessible MBTA transit lines and their proximity to development site: commuter rail / subway stations, bus stops:

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|--|
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List the surrounding institutions: hospitals, public housing, elderly

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| | |
|---|--|
| <p>and disabled housing developments, educational facilities, others:</p> | |
| <p>List the surrounding government buildings: libraries, community centers, recreational facilities, and other related facilities:</p> | |
| <p>4. Surrounding Site Conditions - Existing: <i>This section identifies current condition of the sidewalks and pedestrian ramps at the development site.</i></p> | |
| <p>Is the development site within a historic district? <i>If yes</i>, identify which district:</p> | |
| <p>Are there sidewalks and pedestrian ramps existing at the development site? <i>If yes</i>, list the existing sidewalk and pedestrian ramp dimensions, slopes, materials, and physical condition at the development site:</p> | |
| <p>Are the sidewalks and pedestrian ramps existing-to-remain? <i>If yes</i>, have they been verified as ADA / MAAB compliant (with yellow composite detectable warning surfaces, cast in concrete)? <i>If yes</i>, provide description and photos:</p> | |
| <p>5. Surrounding Site Conditions - Proposed <i>This section identifies the proposed condition of the walkways and pedestrian ramps around the development site. Sidewalk width contributes to the degree of comfort walking along a street. Narrow sidewalks do not support lively pedestrian activity, and may create dangerous conditions that force people to walk in the street. Wider sidewalks allow people to walk side by side and pass each other comfortably walking alone, walking in pairs, or using a wheelchair.</i></p> | |
| <p>Are the proposed sidewalks consistent with the Boston Complete Street Guidelines? <i>If yes</i>, choose which Street Type was applied: Downtown Commercial, Downtown Mixed-use,</p> | |

| | |
|---|--|
| Neighborhood Main, Connector, Residential, Industrial, Shared Street, Parkway, or Boulevard. | |
| What are the total dimensions and slopes of the proposed sidewalks? List the widths of the proposed zones: Frontage, Pedestrian and Furnishing Zone: | |
| List the proposed materials for each Zone. Will the proposed materials be on private property or will the proposed materials be on the City of Boston pedestrian right-of-way? | |
| Will sidewalk cafes or other furnishings be programmed for the pedestrian right-of-way? <i>If yes</i> , what are the proposed dimensions of the sidewalk café or furnishings and what will the remaining right-of-way clearance be? | |
| If the pedestrian right-of-way is on private property, will the proponent seek a pedestrian easement with the Public Improvement Commission (PIC)? | |
| Will any portion of the Project be going through the PIC? <i>If yes</i> , identify PIC actions and provide details. | |
| 6. Accessible Parking: <i>See Massachusetts Architectural Access Board Rules and Regulations 521 CMR Section 23.00 regarding accessible parking requirement counts and the Massachusetts Office of Disability – Disabled Parking Regulations.</i> | |
| What is the total number of parking spaces provided at the development site? Will these be in a parking lot or garage? | |
| What is the total number of accessible spaces provided at the development site? How many of | |

| | |
|--|--|
| these are "Van Accessible" spaces with an 8 foot access aisle? | |
| Will any on-street accessible parking spaces be required? <i>If yes</i> , has the proponent contacted the Commission for Persons with Disabilities regarding this need? | |
| Where is the accessible visitor parking located? | |
| Has a drop-off area been identified? <i>If yes</i> , will it be accessible? | |
| 7. Circulation and Accessible Routes: <i>The primary objective in designing smooth and continuous paths of travel is to create universal access to entryways and common spaces, which accommodates persons of all abilities and allows for visitability with neighbors.</i> | |
| Describe accessibility at each entryway: Example: Flush Condition, Stairs, Ramp, Lift or Elevator: | |
| Are the accessible entrances and standard entrance integrated? <i>If yes, describe. If no</i> , what is the reason? | |
| <i>If project is subject to Large Project Review/Institutional Master Plan</i> , describe the accessible routes way-finding / signage package. | |
| 8. Accessible Units (Group 2) and Guestrooms: (If applicable) <i>In order to facilitate access to housing and hospitality, this section addresses the number of accessible units that are proposed for the development site that remove barriers to housing and hotel rooms.</i> | |
| What is the total number of proposed housing units or hotel | |

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| rooms for the development? | |
| <i>If a residential development, how many units are for sale? How many are for rent? What is the breakdown of market value units vs. IDP (Inclusionary Development Policy) units?</i> | |
| <i>If a residential development, how many accessible Group 2 units are being proposed?</i> | |
| <i>If a residential development, how many accessible Group 2 units will also be IDP units? If none, describe reason.</i> | |
| <i>If a hospitality development, how many accessible units will feature a wheel-in shower? Will accessible equipment be provided as well? If yes, provide amount and location of equipment.</i> | |
| Do standard units have architectural barriers that would prevent entry or use of common space for persons with mobility impairments? Example: stairs / thresholds at entry, step to balcony, others. <i>If yes, provide reason.</i> | |
| Are there interior elevators, ramps or lifts located in the development for access around architectural barriers and/or to separate floors? <i>If yes, describe:</i> | |
| 9. Community Impact: <i>Accessibility and inclusion extend past required compliance with building codes. Providing an overall scheme that allows full and equal participation of persons with disabilities makes the development an asset to the surrounding community.</i> | |
| Is this project providing any funding or improvements to the | |

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| <p>surrounding neighborhood? Examples: adding extra street trees, building or refurbishing a local park, or supporting other community-based initiatives?</p> | |
| <p>What inclusion elements does this development provide for persons with disabilities in common social and open spaces? Example: Indoor seating and TVs in common rooms; outdoor seating and barbeque grills in yard. Will all of these spaces and features provide accessibility?</p> | |
| <p>Are any restrooms planned in common public spaces? <i>If yes</i>, will any be single-stall, ADA compliant and designated as “Family”/ “Companion” restrooms? <i>If no</i>, explain why not.</p> | |
| <p>Has the proponent reviewed the proposed plan with the City of Boston Disability Commissioner or with their Architectural Access staff? <i>If yes</i>, did they approve? <i>If no</i>, what were their comments?</p> | |
| <p>Has the proponent presented the proposed plan to the Disability Advisory Board at one of their monthly meetings? Did the Advisory Board vote to support this project? <i>If no</i>, what recommendations did the Advisory Board give to make this project more accessible?</p> | |
| <p>10.A Attachments <i>Include a list of all documents you are submitting with this Checklist. This may include drawings, diagrams, photos, or any other material that describes the accessible and inclusive elements of this project.</i></p> | |

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| Provide a diagram of the accessible routes to and from the accessible parking lot/garage and drop-off areas to the development entry locations, including route distances. |
| Provide a diagram of the accessible route connections through the site, including distances. |
| Provide a diagram the accessible route to any roof decks or outdoor courtyard space? (if applicable) |
| Provide a plan and diagram of the accessible Group 2 units, including locations and route from accessible entry. |
| Provide any additional drawings, diagrams, photos, or any other material that describes the inclusive and accessible elements of this project. <ul style="list-style-type: none"> • • • • |

This completes the Article 80 Accessibility Checklist required for your project. Prior to and during the review process, Commission staff are available to provide technical assistance and design review, in order to help achieve ideal accessibility and to ensure that all buildings, sidewalks, parks, and open spaces are usable and welcoming to Boston’s diverse residents and visitors, including those with physical, sensory, and other disabilities.

For questions or comments about this checklist, or for more information on best practices for improving accessibility and inclusion, visit www.boston.gov/disability , or our office:

The Mayor’s Commission for Persons with Disabilities
1 City Hall Square, Room 967
Boston MA 02210

Architectural Access staff can be reached at:

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