



**CITY OF MONTEREY
ADA POLICIES AND PROCEDURES
Adopted on March 17, 2015**

TITLE: ADA COMPLIANCE REVIEW POLICY FOR CITY PROJECTS

To ensure that all City-owned or City funded construction projects (“City Projects”) comply with the architectural access standards of the Americans with Disabilities Act (“ADA”), whether the work is performed by City staff or private construction contractors working on behalf of the City of Monterey, the City’s ADA Coordinator’s office shall review all City Projects.

Applications shall be submitted to the ADA Coordinator on an approved form. Review and response will be completed within 20-business days of an application’s submission. The Disability Access Compliance project sign-off form, or its equivalent, shall then be submitted with any plans or other necessary documentation for regular plan approval by the Building Permit and Inspection Services. Building Permit and Inspection Services shall not process plans or inspect construction in the absence of the completed Disability Access Compliance project sign-off form.

TITLE: ADA CURB RAMP AND SIDEWALK DESIGN EXCEPTION POLICY

Requests for exceptions to accessibility design standards for sidewalks and curb ramps shall be made in writing, on a form approved by the City’s ADA Coordinator. Requests shall be reviewed by the ADA Coordinator’s office and a written authorization or denial of the exception shall be issued.