



creative
solutions
group



ADA GUIDELINES



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Introduction

On March 15, 2011, the updated ADA Accessibility Guidelines took effect in construction and alterations of facilities covered by the ADA, including places of public accommodation, commercial facilities, and state and local government facilities.

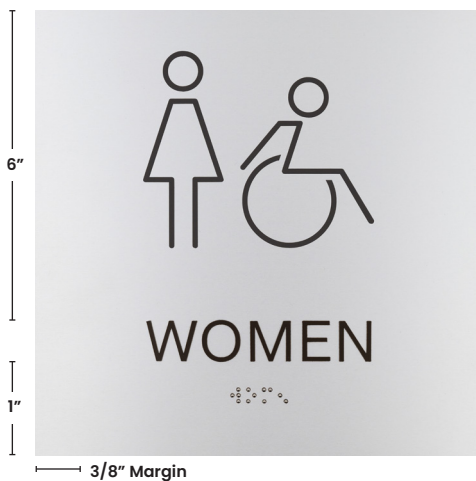
DOJ regulations allow covered entities the choice of following either the updated standards or the original standards until March 15, 2012. After this period of time, use of the new standards is mandatory. In setting the effective dates, DOJ sought to allow sufficient time for transitioning to the updated standards so as not to disrupt design and construction projects already underway.

Airports, train stations and bus depots covered by the Department of Transportation and Federal Property covered by the General Services Administration or the Department of Defense have already adopted the updated standards and have been following them for several years.

The updated accessibility standards include substantive changes to the requirements for accessible signage. This document summarizes the changes to the technical section of the standard and elaborates on the requirements for accessible signage.

Summary

The following rules apply to signs that identify a room, space or area. Informational and directional signs do not require Braille or raised characters, however may follow many of the other requirements. Please read this entire guide for a complete overview.



1. Signs that identify a room, space or area shall have raised characters and Braille.
2. Signs shall have a non-glare finish with contrasting colors.
3. Pictograms shall be in their own 6" high field. Add an ISA symbol if accessible.
4. Characters shall be Sans Serif and all Uppercase.
5. Characters must be between 5/8" and 2" with a minimum of 1/8" spacing.
6. Font shall be ADA Compliant. Not overly bold, condensed, italic, etc.
7. A 3/8" minimum margin is required around all raised elements, including Braille.
8. A 1" high space is needed for one line of Braille
9. Braille shall be all together and 3/8" to 1/2" below last line of text.
10. Line Spacing shall be 35-70% of character height.
11. ADA Signs are required for both public access and all employee areas.

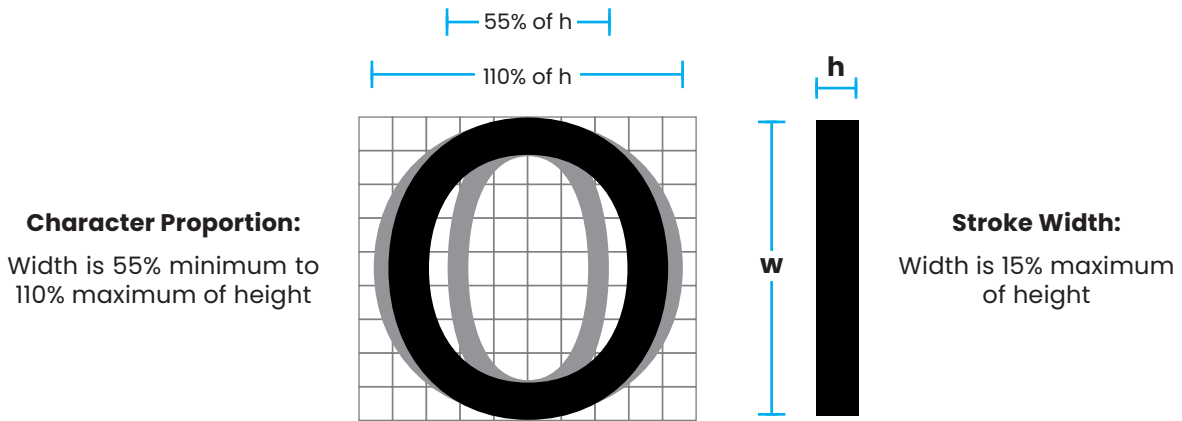
1. Typography For Tactile Signs

A. Rules for Acceptable Tactile

Copy must be all upper case and raised at least 1/32"
Tactile characters must be sans serif, not italic, not oblique, script or highly decorative.

B. Character Proportions

The stroke width of the uppercase "I" has to be 15% of the letter height or less.
The character width of the uppercase "O" must be between 55% and 110% of the height of the corresponding uppercase "I".

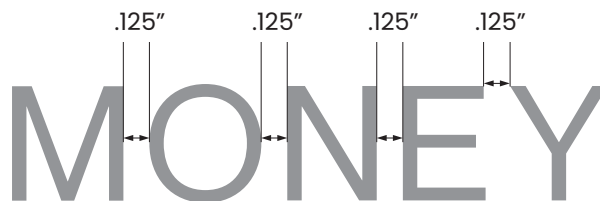


C. Copy Height for Tactile Information

Limited to be between 5/8" and 2".
(If separate visual characters are provided raised characters can be 1/2" and need not contrast with background).

D. Tactile Font Character Spacing

The distance between characters on tactile copy must be a minimum of 1/8" and a maximum of 4 times the character stroke width. These distances are measured between the closest points of adjacent characters.



1. Typography For Tactile Signs (cont.)

E. Tactile Font Line Spacing For Multiple Lines of Raised Copy

Spacing between lines of copy to be a minimum of 135% and a maximum of 170% of the corresponding uppercase "I" height (measured from baseline to baseline).



F. Tactile Font Line Spacing For Multiple Lines of Raised Copy

Must be Grade II with contractions.

Braille is to be placed directly below the corresponding raised characters. If text is multi-lined, braille is placed below entire text and separated $3/8$ " from any other tactile characters and $3/8$ " minimum from raised borders and decorative elements.

The shape of braille characters must always be rounded. Almost always lower case. Uppercase is only used before the first word of sentences, proper nouns and names, individual letters of the alphabet, initials and acronyms.

2. Tactile Typography

- A. **The fonts shown below represent the standard tactile fonts that 360 CSG will offer.**

These fonts will be:

Arial

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
1 2 3 4 5 6 7 8 9 0

Frutiger 55

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
1 2 3 4 5 6 7 8 9 0

Frutiger 65 - Bold

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
1 2 3 4 5 6 7 8 9 0

Futura Book

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
1 2 3 4 5 6 7 8 9 0

HelveticaNeue - Roman

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
1 2 3 4 5 6 7 8 9 0

Myriad Pro - Regular

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
1 2 3 4 5 6 7 8 9 0

Trebuchet - Bold

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
1 2 3 4 5 6 7 8 9 0

3. Location of Permanent Room ID Signs

A. Permanent room signs are to be located at doorways.

This gives the visually impaired a location cue.

The safety of the tactile reader is paramount.

Signs mount on the strike side of the door most often, but there are exceptions.

If there is no room for the sign on the strike side of the door, then it can be placed on the nearest adjacent wall.

Signs can mount to the door itself if:

- * The sign is mounted on the push side of the door (it swings inward).
- * If the door automatically closes.
- * If the door has no hold open devices.

Examples include Restrooms, hotel rooms & fire exits.

B. What if there are double doors?

If only one door opens, the sign should mount to inactive door.

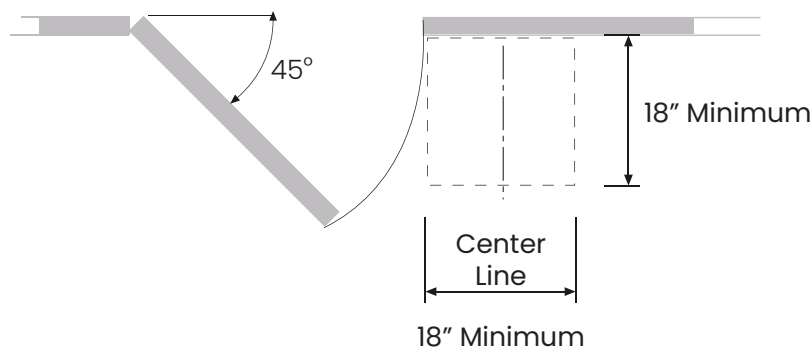
If both doors open, then the sign will mount to the right of the right hand door.

If there is no room for the sign on the right side of the door, then it can be placed on the nearest adjacent wall.

C. What if the door opens outward?

To protect the tactile reader from an outward swinging door, the sign needs to be mounted outside of the arc of the door swing.

The raised characters on a permanent room ID are to be centered within an 18" square clear floor space.

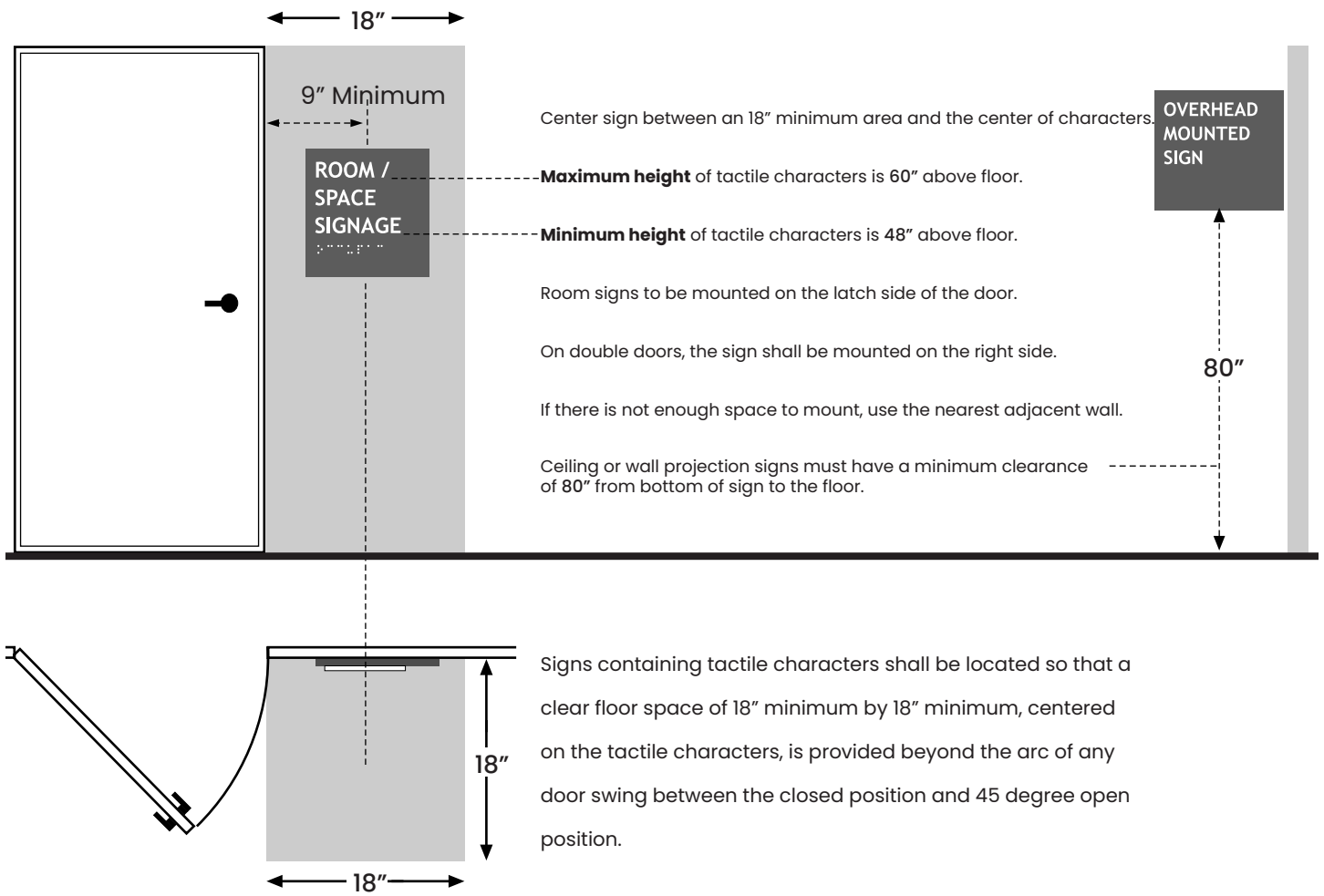


3. Location of Permanent Room ID Signs (cont.)

D. Mounting height for Tactile Signs

Signs can now be mounted within a range of space which allows for a consistent top height for different sized signs along a hall.

Below are general regulations for mounting room and overhead signage. Make sure to check with your state and local codes as well as your building inspector before installing any sign.



4. Typography & Symbols for Visual Information

The following information applies to all information that is to be read visually, it also applies

A. Acceptable Characters

Visual characters can no longer be italic or oblique, script or highly decorative.

B. Finish and Contrast

Characters or symbols and their background are to have a non-glare finish.

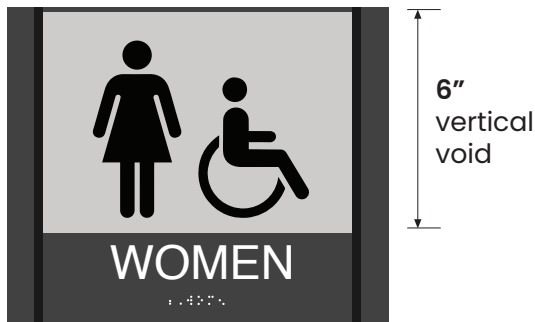
The color of raised characters must contrast as much as possible with their background to make signs more legible for persons with low vision.

Characters must be light on dark or dark on light.

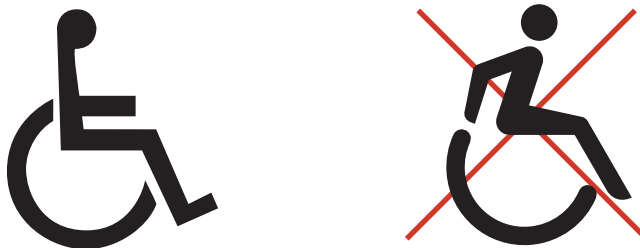
C. Pictograms

Pictograms are to be located within a **6"** vertical void.
No characters or braille can be located within this field.

Text descriptors are to be located directly **below** the pictogram.



Use standard international symbols, not "zoomy" symbols:

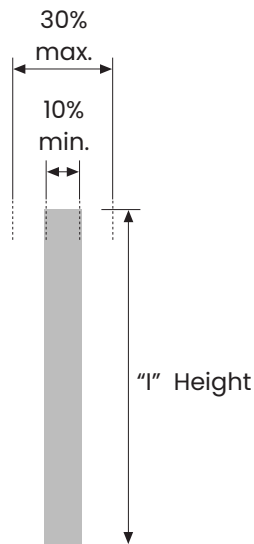


International Symbol of Accessibility

5. Visual Characters for Directional, Information & Regulatory Signs

A. Stroke Thickness

Stroke thickness to be between 10% and 30% of the height of the upper case "I".



B. Character Spacing

Character spacing is measured between the 3 closest points of adjacent characters.

Spacing to be between 10% and 35% of the character height.

C. Line Spacing

Spacing between the baselines of separate lines of copy is to be between 135% and 170% of the maximum character height.

6. How Mounting Heights & horizontal Viewing Distance Impact Copy

Visual characters shall be 40" minimum above the finish floor or ground.

A. Visual Copy mounted between 40" and 70" above the floor

1. With a horizontal access of **72"** or less.
Copy height can be as small as **5/8"**.
2. With a horizontal access of greater than **72"**.
5/8" copy height will increase **1/8"** per foot for each foot over **72"**.

B. Visual copy mounted between 70" and 120" above the floor

1. With a horizontal access of **180"** or less.
Copy height can be as small as **2"**.
2. With a horizontal access of greater than **180"**.
2" copy height will increase **1/8"** per foot for each foot over **180"**.

B. Visual copy mounted between 70" and 120" above the floor

1. With a horizontal access of **180"** or less.
Copy height can be as small as **2"**.
2. With a horizontal access of greater than **180"**.
2" copy height will increase **1/8"** per foot for each foot over **180"**.

7. Braille Requirements

A. Below are the many rules that govern Braille:

- Shall be domed shaped and precisely sized and spaced.
- Shall be Grade II Braille (Contracted, Abbreviated)
- Shall be 3/8" to 1/2" below raised text.
- In multiline signs, Braille shall be all together below last line of raised
- Braille shall be in lowercase, except for proper names, acronyms, and letters as part of a number.

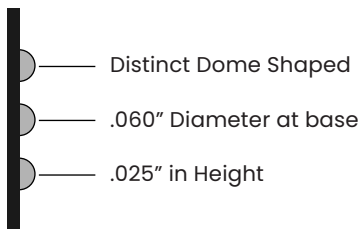
ADA Compliant



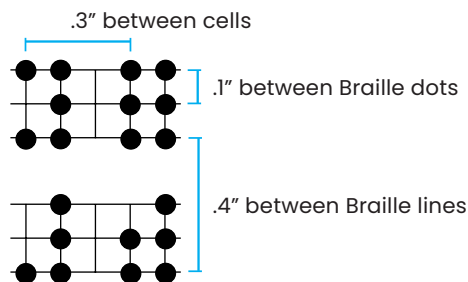
Not Compliant



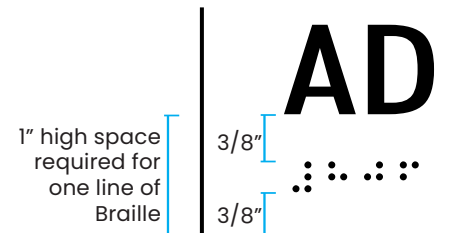
Braille Size



Braille Spacing



Spacing on Sign

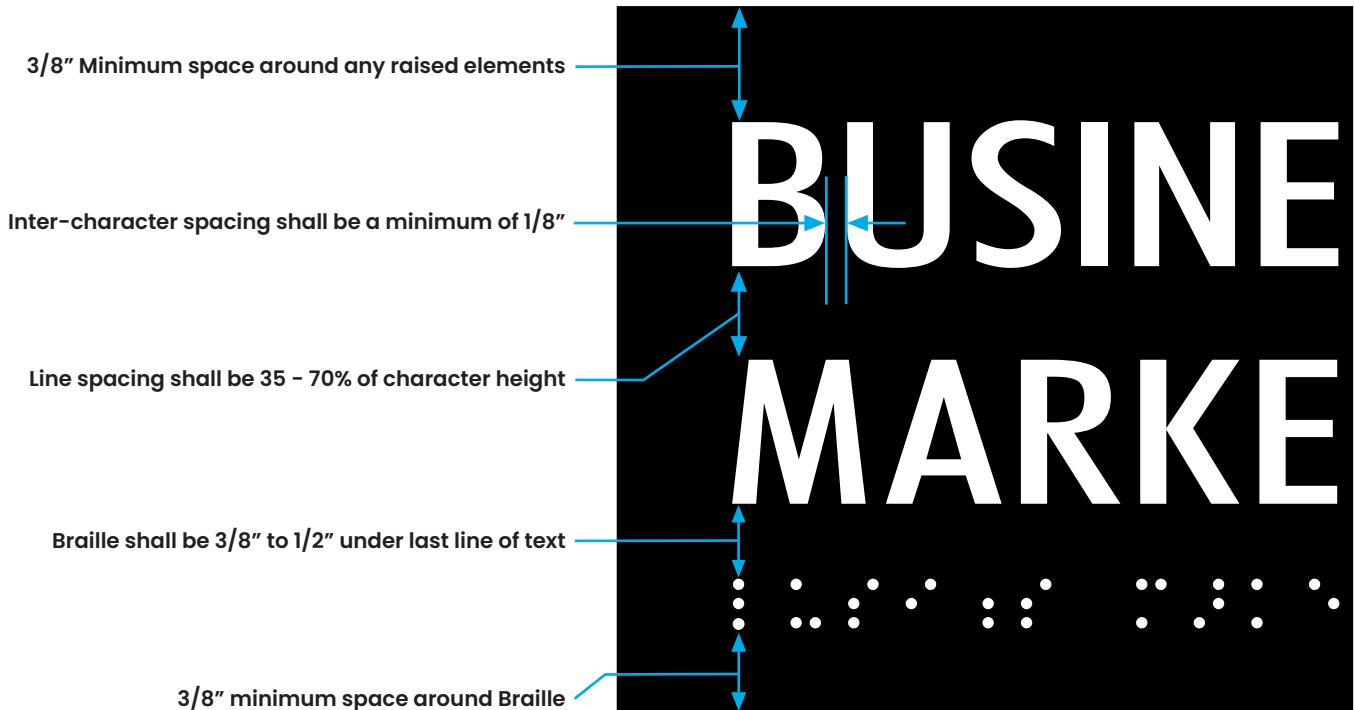


8. Spacing Requirements

A. Proper Spacing

Proper spacing and margins are important for anyone trying to feel or touch a sign.

Below are sizing and spacing requirements for Tactile and Braille signs that identify rooms, spaces or areas.



B. Maximum Letter Height

Maximum Letter stroke is 15% of Character → ←.15"



Studies with visually impaired people have shown that 5/8" lettering is too small to read. We recommend a minimum letter height of 3/4" for all ADA signs.

9. Color Requirements

A. Contrasting Colors

The ADA Accessibility Guidelines recommend at least 70 percent contrast between characters and their backgrounds for visual accessibility.

When a single set of characters is used to meet requirements for raised and visual characters, the characters and their background must have a non-glare finish. Characters must contrast with their background with either light-on-dark or dark-on-light.

Finish and contrast requirements do not apply to Braille.

Dark-on-Light Contrast



Light-on-Dark Contrast



B. Minimum Level of Contrast

A minimum level of contrast is not specified in the Standards, but the ADA recommends at least 70% contrast. The higher the contrast, the better for legibility, particularly for people with low vision. Varied or textured backgrounds can reduce contrast and compromise readability.

Examples of Good Contrast



Examples of Poor Contrast



9. Color Requirements (cont.)

A. Standard Colors - Swatches

Below are color combinations that meet ADA contrast guidelines. Numbers in parentheses are close PMS equivalents, but not exact. Other color combinations and custom colors are available. Actual colors may vary from the presented colors below.

B&W	PMS (422)	PMS (416)	PMS (7540)	PMS (7540)	PMS (6)	PMS (6)
PMS (6)	PMS (6)	PMS (7527)	PMS (7527)	PMS (4685)	PMS (4685)	PMS (7528)
PMS (468)	PMS (411)	PMS (411)	PMS (7504)	PMS (410)	PMS (412)	PMS (412)
PMS (5555)	PMS (5477)	PMS (5477)	PMS (5535)	PMS (5535)	PMS (348)	PMS (562)
PMS (561)	PMS (5473)	PMS (5405)	PMS (285)	PMS (7462)	PMS (7462)	PMS (654)
PMS (187)	PMS (1807)	PMS (4995)	PMS (209)	PMS (209)	PMS (877)	PMS (877)
PMS (464)	PMS (4294)	PMS (4294)	PMS (1665)	White on Clear	Brown on Clear	Black on Clear

10. Specifications – Options

A. Overview

Not all ADA signs are created equal. We manufacture signs to the highest quality standards in the industry and are compliant with all Federal and California laws. The chart below shows the various methods of manufacturing ADA signs.



- Durable non-glare modified acrylic. Impact and mark resistant. UV Stable
- Integral subsurface colors with superior resistance to fading and scratching.
- Graphics are bonded to the surface under extreme pressure with 3M VHB.
- Clear, Domed Shaped Braille is embedded into the surface material.
- Braille is Grade 2 and meets both Federal and State of California
- Subsurface graphic option for informational and directional type signs.
- Custom Colors, Materials, Logos, Colored Braille and Shapes.
- Custom Accents, Frames, Brackets, and Stand-offs.

10. Specifications – Options (cont.)

B. Graphic Options

Below are the various graphic methods we use to manufacture or signs. Signs that identify a room or space must have raised letters and Braille. Other signs, such as informational or directional signs, can be subsurface or with raised graphics.

Main graphic elements are on the front surface of the material.



Precision cut raised lettering and graphics are bonded to the surface with 3M VHB. Braille is embedded into the surface.



Letters are chemically welded into a recessed pocket, making the signs more vandal-resistant. Braille is embedded.

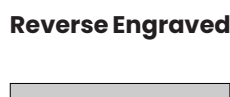


Precision cut raised lettering and graphics are bonded to the surface with 3M VHB. No Braille is included.

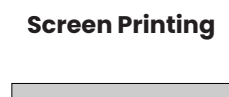


High performance vinyl is cut to exact specifications and then applied to the front of the material.

Graphics are produced on the backside of the material



Lettering is routed out from the backside of special two ply material, then backsprayed a contrasting color.



An image is screen printed with inks to the backside of non-glare acrylic, then backsprayed a contrasting color.



A full color, high resolution image is printed on the backside of non-glare acrylic.

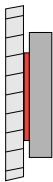


High performance vinyl is applied to the backside of non-glare acrylic then backsprayed a contrasting color.

10. Specifications – Options (cont.)

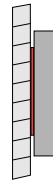
C. Mounting Options

Shown are a few mounting options available. Always test the appropriate mounting before actual installation. We recommend using a good silicone adhesive in conjunction with most of the mounting methods below.



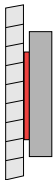
Double Faced Tape – White

1/16" Pressure Sensitive Foam Tape. Good in conjunction with silicone adhesive.



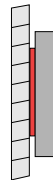
Double Faced Tape – Red

Thin High Bond tape for permanent mounting on smooth surfaces.



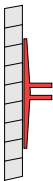
Magnetic Tape

1/32" tape for steel surfaces. Sign not to exceed 3 lbs. (18" x 18")



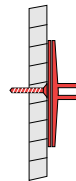
Velcro Hook

For fabric surfaces such as office partitions. Always test compatibility with fabric first.



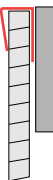
Counter Bracket

Available in Black or Satin Silver in 8", 10", 12". Accommodates 1/8" material. Sign should be no taller than 12" in height.



Wall or Ceiling Bracket

Available in Black or Satin Silver in 6", 9", 11". Custom lengths available. Accommodates 1/8" material.



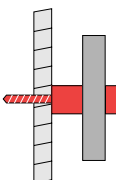
Partition Hook

3.5" Clear Plastic Hanger. Good for a partition width of 1.75-2.25". Custom sizes are available.



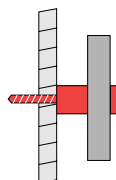
Snap Locks

Plastic Snap Locks fit securely into holes places into a backer panel or frame. Panels can be removed when necessary.



Standoffs – Premium

Available in Satin Silver. 5/8" Cap with a 3/4" Barrel or 3/4" Cap with a 1" Barrel. Material thickness up to 1/4".



Standoffs – Economy

Available in Satin Silver or Black. 1/2" Cap with a 3/4" Barrel or 3/4" Cap with a 1" Barrel. Material thickness up to 1/4".



Screw Holes / Torx

3/16" Screw holes with optional 1-1/2" #8 vandal resistant flathead torx screws.



Countersunk Holes / Torx

3/16" Screw holes with optional 1-1/2" #8 vandal resistant flathead torx screws.