



**ACCESSIBILITY TO EXISTING BUILDINGS TENANT IMPROVEMENT
ALTERATIONS COMPLIANCE REPORT**

COMMERCIAL BUILDING PERMIT APPLICATION – 25% RULE

ORS, Section 447.241 (OSSC, Section 3411) states that every project for renovation, alteration, or modification to affected buildings and related facilities that affects or could affect the usability of or access to an area containing a **primary function** shall be made to ensure that, to a maximum extent feasible, the paths of travel to an altered area and the rest rooms, telephones, and drinking fountains serving the altered area are readily accessible and useable by individuals with disabilities, unless such alterations are disproportionate to the overall alterations in terms of cost and scope. Disproportionate shall mean all monies expended that exceeds 25% of the value of the work under construction.

Permit Value: \$ _____ 25%=: _____

Applicant: _____ Permit No: _____

In choosing which accessible elements to provide under ORS447.241, **priority shall be given to the those elements that will provide the greater access. Elements shall be provided in the following order:**

1. Parking (requires a site plan at application)
2. An accessible entrance
3. An accessible route to the altered area
4. At least one accessible restroom for each sex or a single unisex restroom
5. Accessible telephones
6. When possible, additional accessible elements such as storage and alarms

NOTE: The inspector will be field verifying compliance with this section of the code and may identify items that could be different from what was provided by you on this form. You are required under the provisions of this code, to spend up to 25% of the value of this work to remove barriers affecting the altered area of this structure regardless of the scope of your work, starting with the parking space. Acceptance of this form and the information contained is not an approval only a method of collecting information.

Check One

The altered area is fully compliant. The altered area has been assessed by the applicant to Chapter 11 of the OSSC and found to be compliant (including compliance with items 1-6 noted above).

The altered area is not compliant and the following barriers will be removed:

- 1.
- 2.
- 3.
- 4.

Signature: _____ Date: _____