Cost Documentation for
Accessibility Requirements at Existing Buildings
(projects less than or equal to $161,298)

Building Permit Application Number ______________ Owner’s Name ____________________
Phone Number ____________________
Project Description________________________________________________________________
Project Address____________________________________________________________________

CBC 11B-202.4 regulates accessibility requirements for existing public and commercial buildings. All
new work shall comply with current code provisions. However, projects that are less than or equal to a
construction cost valuation of $161,298.00 need only apply an additional 20% (minimum) of the
construction costs to existing features in order to make them accessible.

The following costs shall include detailed estimates for all elements and shall be
attached to this form:

A. Cost of Construction for the proposed project (without additional accessible features) $___________________
B. Total amount spent on other projects at this area of work within the past 3 years $___________________
C. Total Cost (Line A + Line B) $___________________

If Line C exceeds $161,298, then full compliance is required of all accessibility elements listed in items
1 through 6 below.

If Line C is less than $161,298, then 0.20 x (amount in Line A) $___________________
This is the minimum amount to be spent on accessible elements in the order of priority listed below

<table>
<thead>
<tr>
<th>Currently complies?</th>
<th>If not, will this feature comply?</th>
<th>Cost of compliance</th>
</tr>
</thead>
<tbody>
<tr>
<td>yes □ no □ □</td>
<td>yes □ no □ □</td>
<td>$</td>
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</tbody>
</table>
1. Entrance (door, threshold, approach) yes □ no □ □        yes □ no □ □        $                 
2. Route to the altered area yes □ no □ □        yes □ no □ □        $                 
3. At least one accessible restroom for each sex yes □ no □ □        yes □ no □ □        $                 
4. Accessible telephones (when provided) yes □ no □ □        yes □ no □ □        $                 
5. Accessible drinking fountains (when provided) yes □ no □ □        yes □ no □ □        $                 
6. Additional elements such as parking, storage and alarms yes □ no □ □        yes □ no □ □        $                 

Note: If an accessible element does not fully comply, partial upgrades and/or equivalent facilitation
may be provided in order to achieve the greatest access. Include detailed plans to correspond with all
proposed work.

Requested by:
Print Name: ____________________ Signature ____________________ Date ____________________
owner □ agent □ tenant □ Phone Number ____________________

For Staff Use
Accepted □ Denied □ by: ____________________ on: ____________________

(1/23/2018)