

# DETAILED ADA SIGNAGE INSTALLATION GUIDE



The ADA (Americans with Disabilities Act) helps remove barriers for people with disabilities. More than 2.5 million Americans suffer from a visual impairment- not just blindness. High contrast ADA compliant signs help ensure accessibility for seniors, the visually impaired and blind.

An ADA compliant sign is required for every permanent room or space in a building. This document is designed to help you understand how ADA compliant signs should be installed. Always defer to your local building authority for regulations and code updates. You can review the guidelines enforceable as of March 15, 2016 at [www.ada.gov](http://www.ada.gov). Chapter 7, section 703 of the ADA code relates to signs.

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## COMMON QUESTIONS

### Do all signs need to be ADA compliant and have Braille and tactile letters?

No, there are a number of signs that are not required to be ADA compliant. Building addresses, directories, parking signs and temporary signs don't need to be ADA compliant. Temporary signs are those used for 7 days or less.

### Do I need ADA compliant signs in the stairwells of my building?

You are required to have a tactile sign next to each door inside a stairwell. These signs should identify the door level, stair level and exit level. Some local fire codes have size requirements for these signs. You should check with your local code authority.

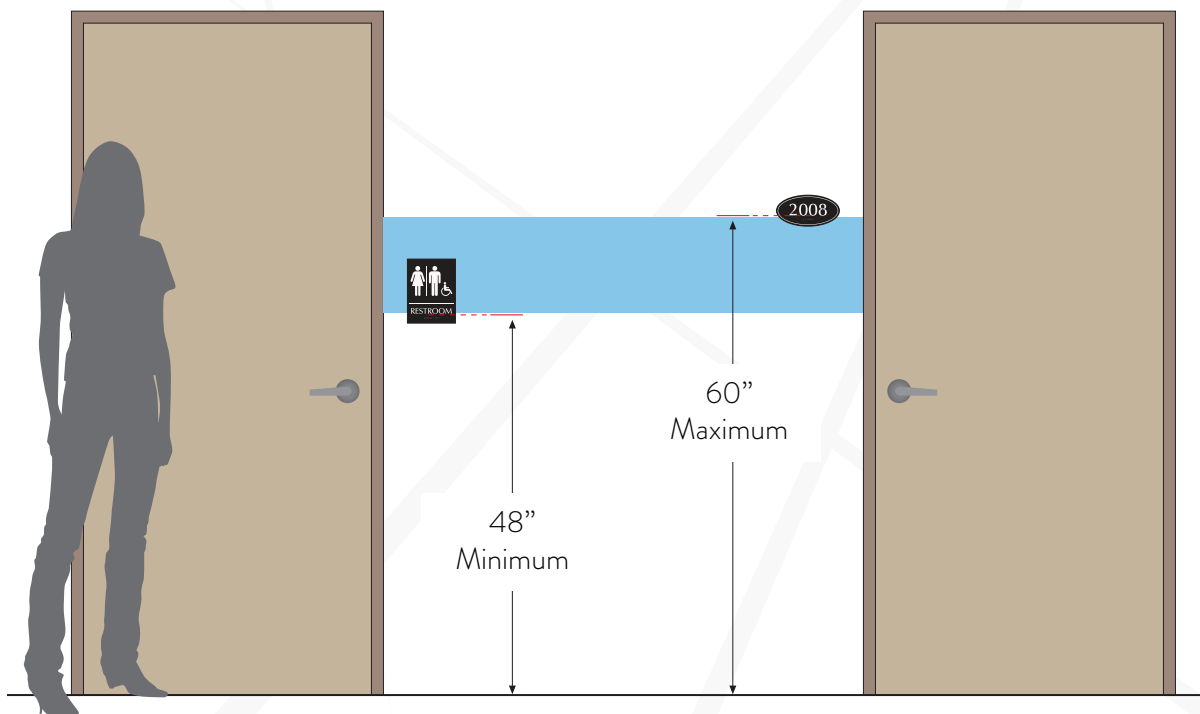
### Who enforces ADA laws?

The Department of Justice has the ultimate responsibility for enforcing ADA laws. In practice, though, the actual assessment of signs is usually handled by local code inspectors. Citations from the Department of Justice can range as high as \$50,000 for the first offence.

## LOCATION OF PERMANENT ROOM ID SIGNS

### Mounting height for tactile signs:

- Signs can be mounted within a range of space which allows for a consistent top height for different sized signs along a hall.
- Signs are to be mounted at a height to allow the baselines of raised characters to be located between 48" and 60" above the ground.
- Elevator cars are excluded from this rule.



**Minimum Height:** Baseline of lowest copy mounted no lower than 48" above floor

**Maximum Height:** Baseline of highest copy mounted no higher than 60" above floor



### 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 (aka latch 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.



**Single door:** sign shall be mounted next to door on the latch side.



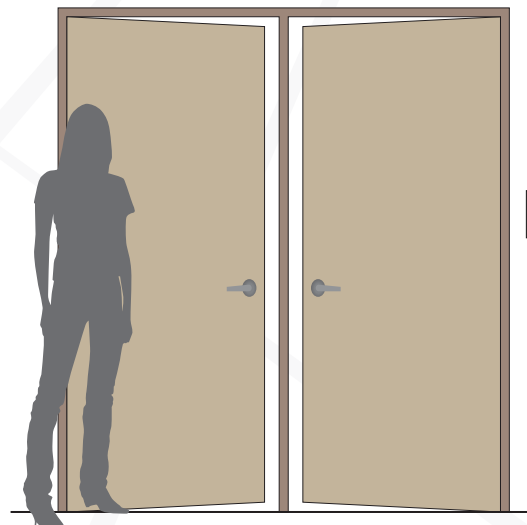
**No room:** sign can be mounted on nearest adjacent wall.

### 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.



**Inactive door:** sign shall be mounted to inactive door.



**Active doors:** sign shall be mounted to the right of doors.



### When can the sign be mounted to the door?

Signs can mount to the door itself if all three of the following criteria are met:

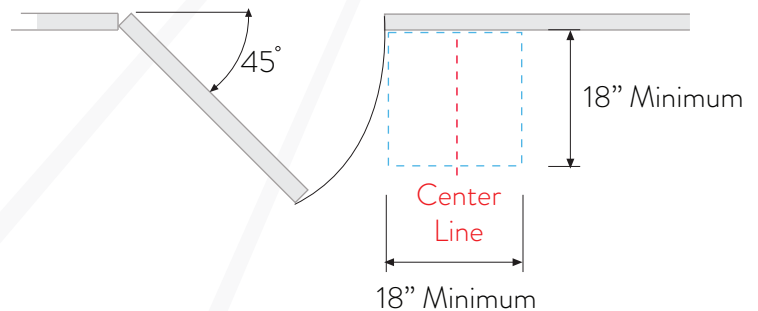
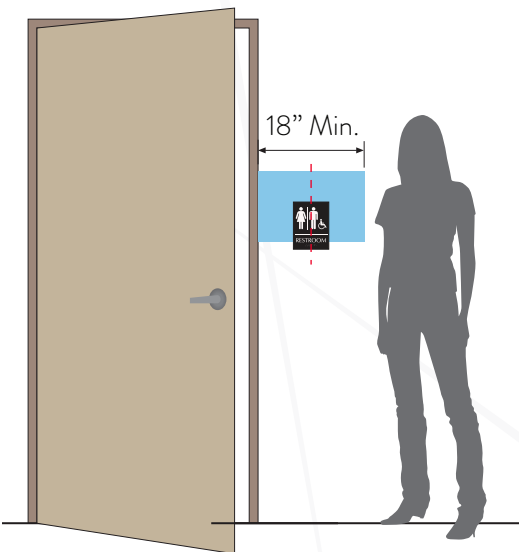
1. The sign is mounted on the push side of the door (it swings inward).
2. If the door automatically closes.
3. If the door has no hold open devices.

(Examples include restrooms, kitchen doors, hotel rooms & fire exits.)

**Door mounted:** sign can be mounted directly to door if it meets all three above criteria.

### 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.



**Outward swinging door:** sign must be mounted as indicated.

Tactile characters centered within 18" x 18" clear floor space

### Installation tips

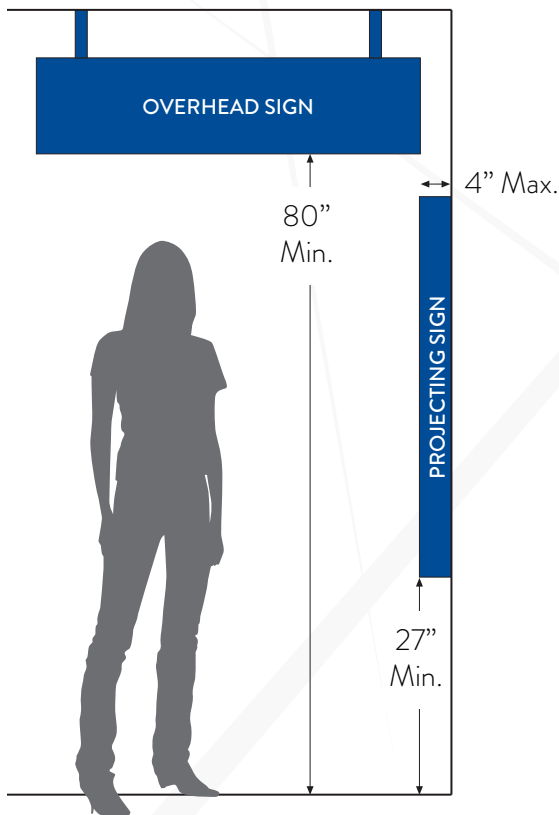
- Install signs with double sided tape by removing the tape backing. Add a dab of clear silicone. Then place the sign on a level and press it firmly in place against the wall.
- Alternative mounting methods may be required for heavy or oversized signs, or for certain wall conditions.

## California restroom signs

- California restroom signs should be mounted 60" from center of sign to floor.



## LOCATION OF OVERHEAD & PROJECTING SIGNS



### Restrictions for overhead signs:

- The bottom of overhead signage must be 80" above the door.
- Signs should not interfere with or block any door function, emergency equipment, or sprinklers.

### Restrictions for projecting signs:

- Projecting wall mounted signs must be a minimum of 27" off the door and have a maximum protrusion of 4" into a pathway.
- Signs should not interfere with or block any door function, emergency equipment, or sprinklers.