

**POLLING PLACE ACCESSIBILITY  
SURVEY PACKAGE**

**COMMONWEALTH OF PENNSYLVANIA**  
**SURVEY OF POLLING PLACE ACCESSIBILITY**  
**FOR THE ELDERLY AND PERSONS WITH A DISABILITY**

**PART I**

COUNTY	DATE OF SURVEY	
CITY, BORO, TWP	ELECTION DISTRICT	WARD/PRECINCT

Name and address of this polling place:

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Type of building (Municipal Bldg., school, church, etc.):

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Name of the polling place contact person:

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Surveyor(s) name(s) and identification:

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**INSTRUCTION FOR COMPLETION OF THE SURVEY**

In conducting the following survey, follow the route the elector will take on election day in approaching the building from the parking area, entering the building, reaching the voting room and leaving the site.

Comments should include, but not be limited to, descriptions of barriers, ideas of how to remove barriers, or alternatives to the current situation or traffic flow.

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**PART II**

	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
<b><u>PARKING FACILITIES</u></b>				
1. Is at least one parking space set aside or reserved, and <b>designated by a sign</b> , for electors with a disability?				
2. If yes on #1, does this parking space allow extra space for a wheelchair to get out of or into a vehicle (total width minimum for entire parking space area: 12 feet wide)?				
3. If yes on #1, does this parking space provide unobstructed access to the walkway leading to the polling place building?				
4. Is the parking space for the elector with a disability located on the shortest possible accessible route to an accessible entrance to the polling place building?				
5. If no accessible parking place is available, is there a passenger-loading zone at least 48 inches wide and 20 feet long and parallel to the vehicle drive up space?				
5a. If there is no parking space and <u>only</u> a loading zone, is there a barrier-free route from such loading zone to the polling place building?				
<b><u>PATHWAY TO THE POLLING PLACE</u></b>				
6. Is the route from the parking space to the entrance to the polling place building at least 36 inches wide?				
7. Is there a pathway completely free of steps between the parking space (or curbside) and the entrance to the polling place building?				
8. Does the pathway from the parking space to the polling place building include curb cuts or curb ramps where needed?				
9. Is the pathway constructed so that there are no slopes of more than one inch in height for each foot of length (this includes any ramps)?				

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**PART II**

	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
10. Do all the ramps, with the exception of curb ramps, have handrails?				
11. Does the pathway to the polling place building have a stable, firm, slip-resistant surface, even when wet?				
12. Is there signage in place that indicates the location of the nearest accessible entrance?				
<b><u>THE POLLING PLACE BUILDING AND POLLING PLACE</u></b>				
13. Is it possible to approach and enter the building, reach the voting room, vote and leave the building without climbing one or more stairs?				
14. Do all ramps used by the elector in the polling place building have handrails?				
15. Are all thresholds or doorsills one-half inch or less in height?				
16. Is the clearance through the doorways the elector must enter at least 32 inches wide?				
17. Can the door to the polling place building and all others on the route to the polling place be easily opened by an elector using a wheelchair, braces or crutches or by a person who is frail?				
18. Do the polling place doors have pull down or looped handles? (Standard door knobs are not acceptable)				
19. Are corridors to the voting area at least 36 inches wide?				
20. If an elevator is to be used by the elector to get to the polling place, can a person using a wheelchair enter it easily?				
21. Is the elevator cab at least 4 feet by 4 feet wide?				
22. Are the elevator controls reachable (at a height not to exceed 48") from a wheelchair?				
23. Are there Braille instructions and/or raised lettering/instructions on the elevator for those with visual disabilities?				
24. In the polling place room, is there a barrier-free route from the entrance to the room to the voting machine or voting booth?				



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PART IV

Complete this page for each polling place.

\_\_\_\_\_  
COUNTY CITY/BORO/TWP. DISTRICT WARD/PRECINCT

\_\_\_\_\_  
ADDRESS FOR THIS POLLING PLACE (include name of location, church, school, etc.)

CLASSIFICATION OF THIS POLLING PLACE:

- ACCESSIBLE** - If polling place is accessible, attach this sheet to Survey Parts I, II, and III for this polling place.
- ACCESSIBLE** – Requires using an alternate route into the polling place.
- ACCESSIBLE, WILL BE MODIFIED ON OR BEFORE ELECTION DAY** - List below the modifications which will be made before the next election to make this polling place accessible, then attach this sheet to Survey Parts I, II and III and file in your office for future reference.  
Modifications to be made: \_\_\_\_\_

**INACCESSIBLE, CANNOT BE MODIFIED PRIOR TO NEXT ELECTION** - If the polling place is inaccessible and cannot be modified prior to the next election, answer the following questions and *return this page to the Secretary of the Commonwealth* and your County Summary Sheet.

1) List the item number(s) from Part II that make this polling place inaccessible: \_\_\_\_\_

2) What modifications would be needed to make this location accessible? \_\_\_\_\_

3) Have you talked with the property owner about making the modifications? \_\_\_\_\_  
What was their response? \_\_\_\_\_

4) What efforts have you made to find an alternative polling place that is accessible or could be made accessible for Election Day? \_\_\_\_\_

5) Use reverse side of this sheet to describe any extenuating circumstances that the Secretary should be aware of when reviewing the reasons why this polling place is inaccessible. **ALSO USE THE REVERSE SIDE TO CONTINUE ANSWERS TO ANY OF THE QUESTION OR TO MAKE COMMENTS. PLEASE SEE REPORTING TO THE SECRETARY FOR FINAL INSTRUCTIONS.**

SURVEY OF POLLING PLACE ACCESSIBILITY FOR THE ELDERLY AND PERSONS WITH A DISABILITY  
COUNTY SUMMARY SHEET

**COMMONWEALTH OF PENNSYLVANIA**

**COUNTY OF** \_\_\_\_\_ **DATE** \_\_\_\_\_

- 1. How many polling places are in your county? \_\_\_\_\_
- 2. How many of these polling places were classified as  
ACCESSIBLE OR ACCESSIBLE – WILL BE MODIFIED? \_\_\_\_\_
- 3. How many polling places were classified as  
INACCESSIBLE? \_\_\_\_\_

We do hereby certify that the above represents a true and accurate summary of this county's polling places' accessibility for elderly electors and electors with a disability at the <sup>\*DATE OF ELECTION\*</sup> Election, as required for compliance with Public Law 98-435, and that the enclosed list represents a true and accurate listing of all polling places judged to be inaccessible to elderly electors and electors with a disability on Election Day, <sup>\*DATE OF ELECTION\*</sup>, according to guidelines established by the Secretary of the Commonwealth in implementation of the Act.

COUNTY SEAL

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
COUNTY BOARD OF ELECTIONS

Room 210 North Office Building  
Harrisburg, PA 17120