



4800 Ashford Dunwoody Road  
Dunwoody, Georgia 30338  
dunwoodyga.gov | 678.382.6700

## **MEMORANDUM**

**To:** Mayor and City Council

**From:** Tiffany Wommack, Public Works Capital Projects Manager

**Date:** July 22, 2024

**Subject:** **ADA Transition Plan Update**

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### **ACTION**

Approval/adoption of the ADA Transition Plan update.

### **SUMMARY**

The Americans with Disabilities Act of 1990 (ADA) prohibits discrimination on the basis of disability, with Title II specifically requiring that access be provided to any aid, benefits, or services of public entities for all qualified individuals, regardless of disabilities. To ensure that this is achieved, local governments employing fifty or more individuals must develop a Transition Plan to identify physical obstacles in public facilities that limit accessibility of programs and activities to persons with disabilities. Transition Plans should also establish steps that will be taken to make the facilities accessible and appoint a responsible party for implementation of the Transition Plan.

The City of Dunwoody Public Works Department has updated the adopted 2015 ADA Transition Plan to reflect the City's compliance with ADA requirements. A majority of the update was centered around the City's ADA compliance with facility physical barriers which includes buildings/structures, parks, and pedestrian facilities (sidewalks, crosswalks, and ramps). This update was performed by reviewing aerial imagery and performing field visits to identify status of ADA compliance.

### **DETAILS**

To comply with Americans with Disabilities Act requirements local governments employing fifty or more individuals must:

- Conduct an evaluation of current services, policies and practices;
- Designate a responsible employee to coordinate efforts to comply with the requirements of ADA and to investigate any complaints of alleged noncompliance;
- Adopt and publish a grievance procedure for complaints alleging violation of ADA requirements; and
- Develop a Transition Plan to identify physical obstacles in public facilities and establish steps that will be taken to make the facilities accessible.



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**Public Involvement (2015):**

To comply with ADA, during the self-evaluation phase of the ADA planning process, the City of Dunwoody performed the following actions to solicit feedback from interested parties:

- Published a notice in the legal organ, the Dunwoody Crier;
- Submitted a press release requesting public involvement/engagement of all residents, interested persons, and organization to provide input into the ADA Transition Plan; and
- Requested feedback on the City Website.

All comments/feedback were directed to the ADA coordinator for review and incorporation into the ADA Transition plan.

The City of Dunwoody adopted the ADA Transition Plan in November 2015.

**RECOMMENDED ACTION**

Adopt the updated ADA Transition Plan.





# *City of* **Dunwoody** *Georgia*

## The Americans with Disabilities Act (ADA) Transition Plan Update

July 22, 2024



# Summary

- Provide update on ADA Transition Plan.
- Required by local governments employing fifty or more individuals.
- Required to be updated periodically until all barriers are removed.
- Original Plan adopted in November 2015.



# ADA Transition Plan – 2024 Update

- Reviewed existing pedestrian facilities for ADA accessibility.
- Added section called Implementation Plan that identifies completed and planned ADA Projects.
- Updated ADA Coordinator contact information.

# ADA Compliance Progress

- Since 2015:
  - 19 Miles of new sidewalk have been added to the City that are ADA accessible.
  - 74 existing sidewalk ramps have been brought into ADA compliance.
  - Reduced the percentage of non-compliant ramps from 50% to 37%.
  - Repaired approximately 2,000 sidewalk trip hazards.

2018 City Hall ADA Project: Added sidewalks and ramps to make City Hall ADA accessible.



# ADA Projects & Focus Areas

- 5 Year Capital Improvement Plan:
  - City will address accessibility within the footprint of these projects.
- 5 Year Paving Plan:
  - City will address sidewalk trip hazards on streets scheduled for paving.
- High Injury Network:
  - City will focus on upgrading existing ramps/sidewalks to ADA Standards and marking crosswalks.
  - These projects are outside of identified capital projects and the paving plan.



# Staff Recommendation

- Recommend adoption of the updated ADA Transition Plan at the next City Council Meeting.



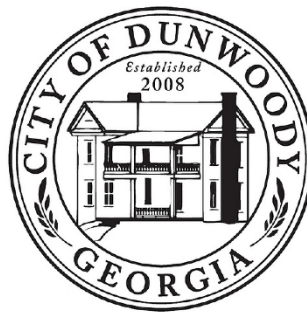




# Americans with Disabilities Act (ADA) Transition Plan

CITY OF DUNWOODY GEORGIA

UPDATED JULY 2024







# ADA Transition Plan

## TABLE OF CONTENTS

<b>1. PURPOSE .....</b>	<b>3</b>
<b>2. STANDARDS FOR ACCESSIBILITY .....</b>	<b>3</b>
<b>3. SELF EVALUATION .....</b>	<b>3</b>
<b>3.1 PHYSICAL BARRIERS .....</b>	<b>4</b>
<b>3.2 PROGRAMMATIC BARRIERS .....</b>	<b>6</b>
<b>3.3 PUBLIC INVOLVEMENT .....</b>	<b>6</b>
<b>4. IMPLEMENTATION PLAN .....</b>	<b>6</b>
<b>4.1 PAST PROGRESS AND PROJECTS .....</b>	<b>7</b>
<b>4.2 FUTURE PROJECTS .....</b>	<b>8</b>
<b>5. GRIEVANCES .....</b>	<b>9</b>
Appendix A: Sidewalk Facilities Map .....	11
Appendix B: Crosswalk Signals Map .....	12
Appendix C: Crosswalk Ramps Map .....	13
Appendix D: ADA Complaint/Grievance Form .....	14

## 1. PURPOSE

The Americans with Disabilities Act of 1990 (ADA) prohibits discrimination on the basis of disability, with Title II specifically requiring that access be provided to any aid, benefits, or services of public entities for all qualified individuals, regardless of disabilities. To ensure that this is achieved, local governments employing fifty or more individuals must conduct an evaluation of current services, policies and practices; designate a responsible employee to coordinate efforts to comply with the requirements of ADA and to investigate any complaints of alleged noncompliance; and adopt and publish a grievance procedure for complaints alleging violation of ADA requirements. Furthermore, public entities employing fifty or more individuals must develop a Transition Plan to identify physical obstacles in public facilities limiting accessibility of programs and activities to persons with disabilities, establish steps that will be taken and a schedule to make the facilities accessible, and appoint a responsible party for implementation of the Transition Plan.

The City of Dunwoody intends, through the adoption of this ADA Transition Plan, to ensure that access is provided to all of its programs and activities to all qualified individuals, without regard to disability. Implementation of this plan is essential to maintaining the level of customer service, quality of life, and effectiveness of governance which residents, businesses, and visitors to Dunwoody have come to enjoy and expect in the future.

## 2. STANDARDS FOR ACCESSIBILITY

The City of Dunwoody uses the 2010 ADA Standards for Accessible Design published by the United States Department of Justice to evaluate existing facilities and design new facilities for accessibility.

## 3. SELF EVALUATION

To ensure that City facilities, programs, and activities are accessible to all, it is important to understand that many potential barriers to accessibility are physical barriers, while others are programmatic barriers. Examples of physical barriers may include inadequate parking for individuals with disabilities, narrow doorways and passages, restrooms that are not accessible, or broken or incomplete sidewalks. Programmatic barriers are those such as building signage, participation in City sponsored events or meetings, internet and telephone communication, and others that may affect individuals with speech, cognitive, vision or hearing disabilities rather than mobility disabilities.

## ADA Transition Plan

In an effort to satisfy the requirements of Title II, an evaluation of both physical and programmatic barriers to access to City facilities, programs, and activities has been conducted. The findings of the self-evaluation are specified below:

### 3.1 PHYSICAL BARRIERS

The City's physical barriers for accessibility have been evaluated which includes buildings/structures, parks, and pedestrian facilities. Each facility was evaluated for ADA accessibility and compliance. The results of the self-evaluation are shown below in Table 1 which includes observations and recommendations.

Facility Name and Location	Observations & Recommendations
<b>Buildings/Structures</b>	
Dunwoody City Hall 4800 Ashford Dunwoody Road	Facility is accessible
Dunwoody Nature Center 5343 Roberts Drive <ul style="list-style-type: none"> <li>– Main Building/Offices</li> <li>– Eco Classroom</li> <li>– North Wood Pavilion</li> <li>– Public Restrooms</li> </ul>	Facilities are accessible
Donaldson-Bannister Farm 4831 Chamblee Dunwoody Rd. <ul style="list-style-type: none"> <li>– Guest House/Office</li> <li>– Public Restrooms</li> </ul>	Facilities are accessible
N. DeKalb Cultural Arts Center 5339 Chamblee Dunwoody Rd.	Facility is accessible. The City should consider replacing the wheel chair lift in the future.
N. Shallowford Annex 4470 N. Shallowford	Facility is accessible
<b>Parks</b>	
Brook Run Park 4770 North Peachtree Rd. <ul style="list-style-type: none"> <li>– Playground</li> <li>– Multi-Use Trail</li> <li>– Skate Park</li> <li>– Dog Park</li> <li>– Community Garden</li> <li>– Green House</li> <li>– Pavilions</li> <li>– 2 Baseball Fields</li> <li>– Multi-Use Fields</li> <li>– Public Restrooms</li> </ul>	Facilities listed are accessible
Georgetown Park 4400 Dunwoody Parl Dr.	Facilities listed are accessible



## ADA Transition Plan

<ul style="list-style-type: none"> <li>– Playground</li> <li>– Multi-Use Trail</li> <li>– Bocce Court</li> <li>– Gazebo</li> <li>– Public Restrooms</li> </ul>	
<p>Homecoming Park 4809 Vermack Road</p> <ul style="list-style-type: none"> <li>– Parks Operations Office</li> <li>– Greenspace</li> </ul>	The parks operations office is not accessible but is not open to the public. Other facilities have not been developed at the park. Future facilities will be ADA accessible and ADA compliant when constructed.
<p>Pernoshal Park 4575 N. Shallowford Rd.</p> <ul style="list-style-type: none"> <li>– Basketball</li> <li>– Pickleball</li> <li>– Field for Free Play</li> <li>– Multi-Use Trail</li> <li>– Pavilion</li> <li>– Public Restrooms</li> </ul>	Facilities listed are accessible
<p>Two Bridges Park 50 Perimeter Center East</p> <ul style="list-style-type: none"> <li>– Playground</li> <li>– Splashpad</li> <li>– Public Restrooms</li> </ul>	Facilities listed are accessible
<p>Vernon Oaks Park 5139 Vernon Springs Dr.</p> <ul style="list-style-type: none"> <li>– Walking Trail</li> <li>– Seating</li> </ul>	This is a pocket park that is ½ ac and is not ADA accessible. It does not have parking or amenities that can be viewed from the street.
<p>Waterford Park 4565 Dellrose Dr.</p> <ul style="list-style-type: none"> <li>– Tennis Courts</li> <li>– Pavilion</li> <li>– Public Restrooms</li> </ul>	Facilities listed are accessible
<p>Wildcat Park 4535 Roberts Drive</p> <ul style="list-style-type: none"> <li>– Open Green Space</li> <li>– Playground</li> <li>– Sidewalks</li> </ul>	Facilities listed are accessible
<p>Windwood Hollow Park 4865 Lakeside Dr.</p> <ul style="list-style-type: none"> <li>– Playground</li> <li>– Tennis Courts</li> <li>– Pavilion</li> <li>– Nature Trails</li> </ul>	Facilities listed are accessible with a playground specifically designed for children with special needs.

## ADA Transition Plan

<ul style="list-style-type: none"> <li>– Field for Free Play</li> <li>– Public Restrooms</li> </ul>	
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In addition to the facilities specified above, City staff reviewed pedestrian facilities for compliance with ADA requirements. Currently, 88 total miles of sidewalk exist within the City right of way, as reflected in Appendix A: Sidewalk Facilities Map.

Dunwoody has an inventory of 224 signalized crosswalks with 35 of these crossings not fully accessible at one or both ends. Most of the non-compliant ramps are located in parts of the Perimeter area with older infrastructure. Appendix B: Crosswalks Signals Map depicts the city's signalized crosswalk locations

The city has identified 1,909 sidewalk ramps on city maintained right of way. Of these, 714 do not comply with current ADA requirements primarily because they lack tactile warning surfaces for the visually impaired. Additionally, 4 crosswalk locations lack ramps because there is no connecting sidewalk at one end of the crosswalk. Ramp locations within the City right of way are identified in Appendix C: Crosswalk Ramps Map.

### 3.2 PROGRAMMATIC BARRIERS

In addition to maintaining accessibility to the City's physical facilities, Dunwoody works actively to provide communication tools that meet the needs of individuals with disabilities. The City website offers alternate text for pictures, documents available in various formats, and other mechanisms to maximize the experience of website visitors with disabilities. Additionally, the city website provides contact information if there are any questions or issues related to website accessibility. Furthermore, monthly reports are generated by a third-party vendor that identify any issues that need to be corrected on the website, as well as potential barriers to accessibility.

### 3.3 PUBLIC INVOLVEMENT

As required by ADA, during the 2015 original self-evaluation phase of the ADA planning process a notice was published in the legal organ, the *Dunwoody Crier*, in order to solicit feedback from interested parties. In addition to meeting the minimum public notice requirement, a press release was generated and distributed to local media outlets. The City website was another medium utilized to share the opportunity to give input into the ADA Transition Plan, along with Connect Dunwoody.

## 4. IMPLEMENTATION PLAN

Since incorporating in 2008, Dunwoody officials have outlined a plan for pedestrian improvements within the City, and implementation is well underway. As sidewalk and pedestrian facilities are added and upgraded, each facility is brought into compliance with current ADA

requirements to ensure that these facilities are adequately accessible and navigable by individuals with disabilities.

## 4.1 PAST PROGRESS AND PROJECTS

Since incorporation the city has expanded the sidewalk network by 20%. Additionally, since adoption of the first transition plan in 2015, the city has reduced the percentage of non-compliant ramps from 50% to 37% and has repaired approximately 2,000 sidewalk trip hazards. Since 2015, the city has completed the following capital projects that included new sidewalks and replacement of non-compliant sidewalks:

- Mount Vernon Road Sidewalk between Vernon Oaks Drive and Dunwoody Village
- Crosswalk Improvements on Chamblee Dunwoody at Redfield Drive
- Brendon Drive and Seaton Drive Sidewalks
- Village Creek Drive Sidewalk
- Chamblee Dunwoody Road Sidewalk between Womack Road and Cambridge Drive
- Ashford Gables Drive Sidewalk with Connection to City Hall
- Meadow Lane Road at Ridgeview Road Crosswalks
- Olde Village Lane Sidewalk
- Tilly Mill Road Intersection Improvements at North Peachtree Road
- Dunwoody Club Drive at Happy Hollow Road Crosswalk
- Central Parkway Sidewalk
- North Peachtree Road at Barclay Drive Crosswalk
- Winters Chapel Road Crosswalk near Reservoir
- Womack Road Sidewalk at Tilly Mill Road
- Barclay Drive Crosswalk at Dunwoody Senior Baseball
- Dunwoody Club Drive Sidewalk from Whitney Landing to Winters Chapel Road
- Lakeside Drive Sidewalk at Windwood Hollow Park
- Peachtree Industrial Boulevard Access Road Sidewalk
- Hammond Drive Crosswalk at Dunwoody MARTA Station
- Mount Vernon Road at North Peachtree Road Crosswalk
- Mount Vernon Road at Vermack Road Intersection Improvement
- Roberts Drive Sidewalk between Chamblee Dunwoody Road and Wildcat Park
- Tilly Mill Road Crosswalk at Andover Drive
- Mount Vernon Place Sidewalk at Mount Vernon Road
- North Shallowford Road Path at Peeler Road
- Olde Village Run Sidewalk
- Tilly Mill Road Sidewalk from Womack Road to North Peachtree Road
- Peeler Road Sidewalk from Olde Village Lane to North Peachtree Road

- Ridgeview Road (South) Sidewalk
- Spalding Drive at Chamblee Dunwoody Road Intersection Improvements
- Winters Chapel Road Path from Dunwoody Club Drive to Charmant Place
- Chamblee Dunwoody Road Sidewalk and Path from Peeler Road to Cotillion Drive
- Vermack Road Path at Dunwoody High School

## 4.2 FUTURE PROJECTS

The city focuses on improving ADA accessibility throughout the city boundaries by identifying pedestrian projects that bring existing pedestrian facilities into ADA compliance and that build new ADA accessible pedestrian facilities. The following projects planned in the current 5-Year Capital Improvement Plan are expected to address accessibility within the footprint of the project:

- Mount Vernon Road at Tilly Mill Road Intersection Improvement
- Old Spring House Lane Path from Chamblee Dunwoody Road to Georgetown Square
- Chamblee Dunwoody Road-Dunwoody Village Corridor Improvements
- Winters Chapel Road Path Phase 2 from Charmant Place to Peeler Road
- Ashford Dunwoody Road Path Phase 2
- North Shallowford Road Path from Peeler Road to Cotillion Drive
- Ridgeview Road (North) Sidewalk
- Mount Vernon Road Sidewalk and Path from Vermack Road to Mount Vernon Place
- Peeler Road Path from Winters Chapel Road to Lakeside Drive

Additionally, the city plans to address trip hazards on the following streets planned for paving in the next 5 years:

- Ashford Chase Neighborhood
- Ashford Dunwoody Road south of Hammond Drive
- Ashwood Parkway
- Glaze Drive
- Happy Hollow Road
- Holly Bank Circle
- Old Spring House Lane
- Perimeter Center Parkway between Perimeter Center West and Hammond Drive
- Perimeter Center West
- Tilly Mill Road from Mount Vernon Road to Stephens Walk
- Verdon Drive

For sidewalk ramp upgrades outside of capital projects or pavement resurfacing areas, the city will prioritize locations on the High Injury Network identified in the 2023 Road Safety Action Plan.



This will encompass projects that focus on upgrading existing ramps/sidewalks to ADA standards and marking crosswalks. These locations include Mount Vernon Road west of Vermack Road, Hammond Drive and North Peachtree Road.

### 5. GRIEVANCES

The City of Dunwoody is committed to ensuring that its facilities, programs, and activities are accessible to all residents, employees, and visitors, regardless of disability. An ADA Coordinator has been identified to coordinate the City's efforts to comply with ADA requirements. All inquiries, requests, or complaints should be directed to the ADA coordinator.

**The ADA Coordinator's contact information is:**

Tiffany Wommack, P.E.  
Public Works – Capital Projects Manager  
4800 Ashford Dunwoody Road  
Dunwoody, GA 30338  
Phone: (678) 382-6869  
Email: [tiffany.wommack@dunwoodyga.gov](mailto:tiffany.wommack@dunwoodyga.gov)

Any person with a disability or parent or guardian of a minor with a disability who believes they have been denied access to any facility, program, or activity of the City, or denied employment by the City, on the basis of disability may file a grievance with the City's ADA Coordinator. Complaints should be submitted either in writing or on audio tape as soon as possible, but no later than 60 days following the alleged discriminatory event. Complaints should include the name, address, and phone number of the complainant, along with the location, date, and description of the alleged discriminatory event. See Appendix E: ADA Complaint/Grievance Form is the Form that should be submitted to file an ADA complaint.

Upon receipt of a complaint, the ADA Coordinator will meet with the complainant to discuss the complaint and possible resolutions within 15 calendar days. Following the meeting, within 15 calendar days a response will be issued by the ADA Coordinator, either in writing or another format accessible to the complainant, outlining the City's position on the complaint and offering any appropriate options to resolve the matter.

Within 30 calendar days of receiving the response from the ADA Coordinator, if a complainant is not satisfied by the response, the complainant and/or his/her designee may appeal the decision to City Manager. The City Manager or his/her designee will meet with the complainant within 15 calendar days of receipt of the appeal to discuss the complaint and possible resolutions. Within

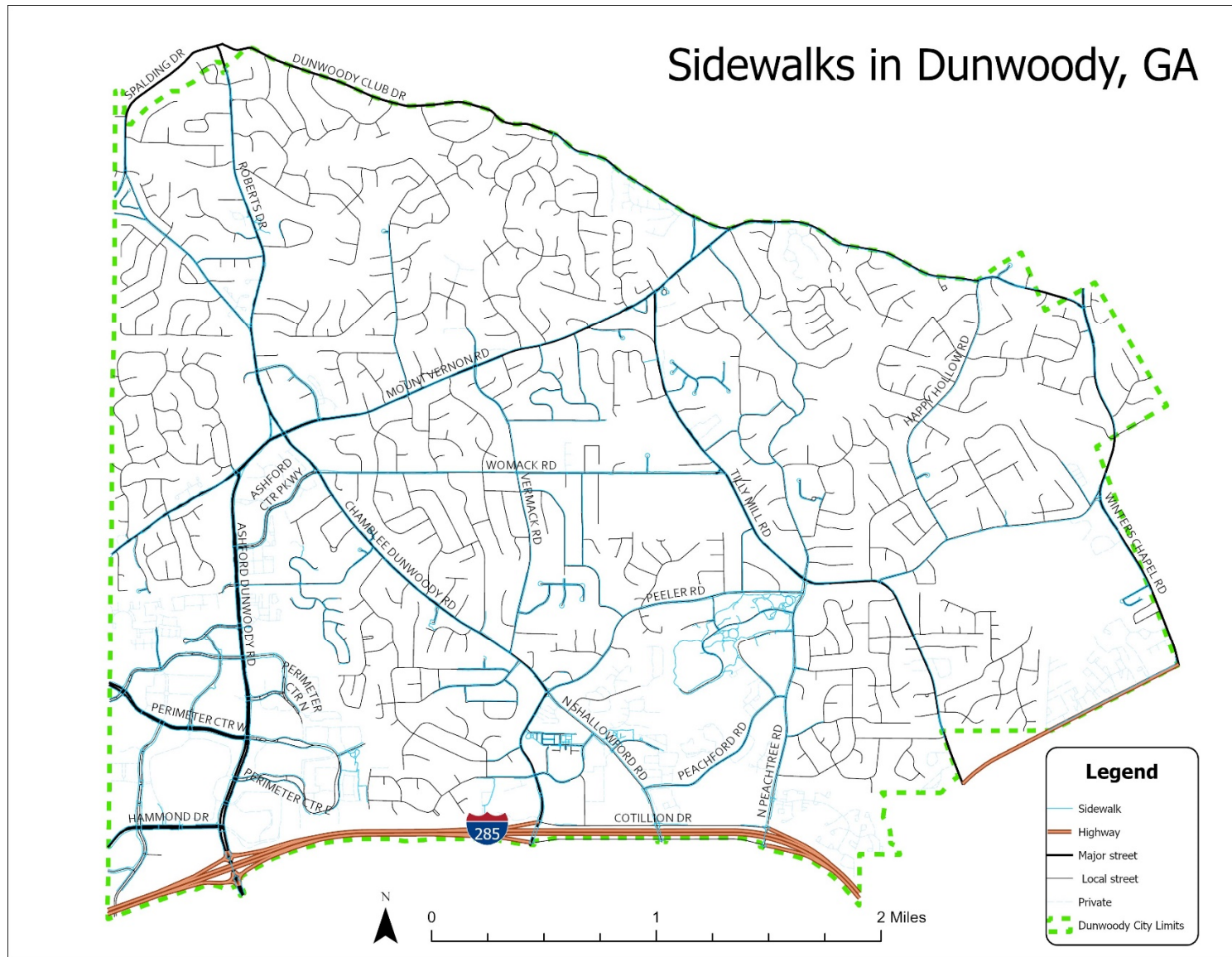


## ADA Transition Plan

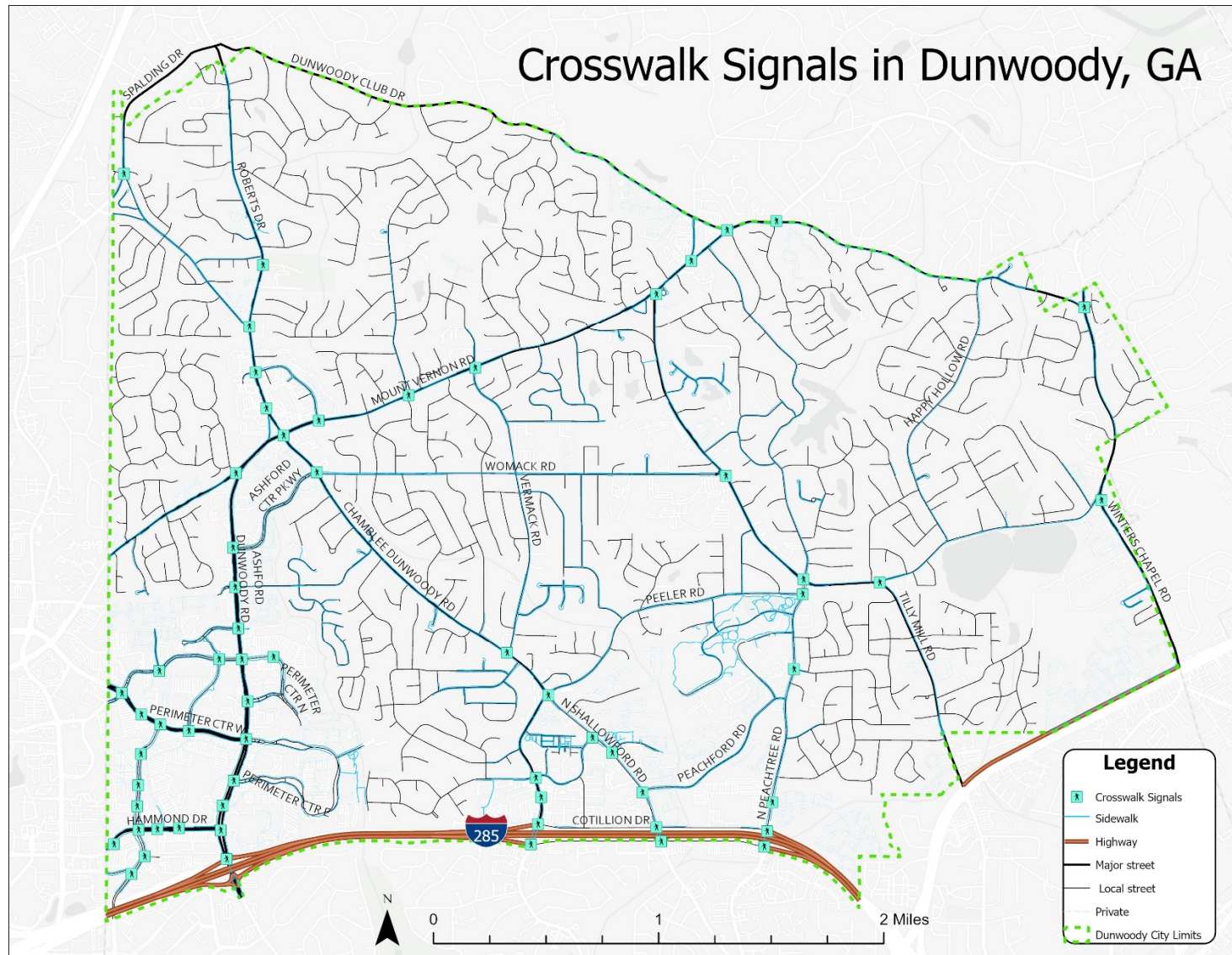
15 calendar days following the meeting, the City Manager or his/her designee will issue a response, either in writing or another format accessible to the complainant with a final resolution.

Any employee who feels they have been discriminated against on the basis of disability should follow the grievance process outlined in the current Employee Handbook.

## Appendix A: Sidewalk Facilities Map

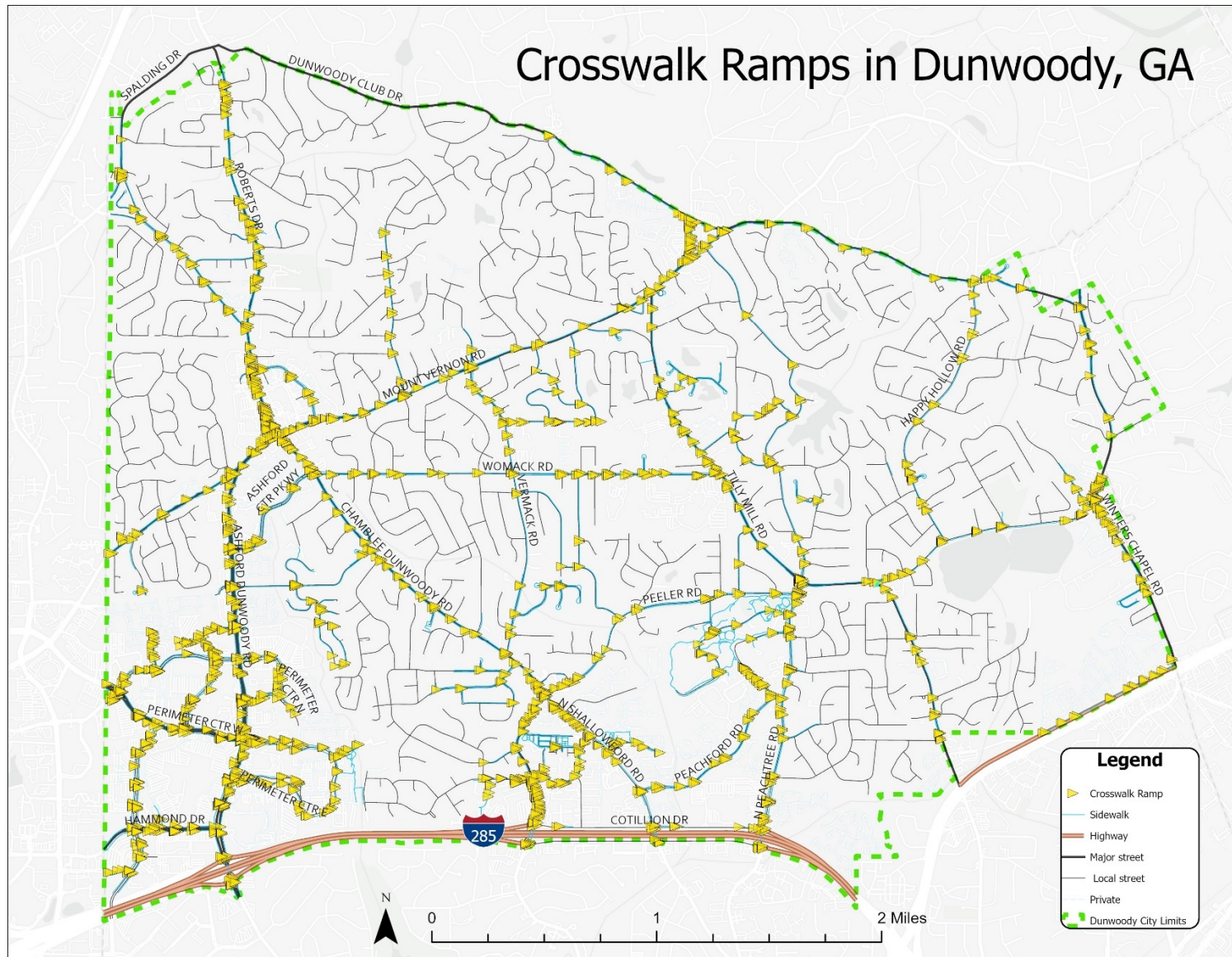


## Appendix B: Crosswalk Signals Map





## Appendix C: Crosswalk Ramps Map





## ADA Transition Plan

### Appendix D: ADA Complaint/Grievance Form

## ADA Complaint/Grievance From

Complainant: \_\_\_\_\_

Person Preparing (if different from Complainant): \_\_\_\_\_

Relationship to Complainant: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Please describe the specific complaint or grievance. Attach additional sheets if necessary.

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Please specify location(s) related to the complaint or grievance (if applicable).

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Signature: \_\_\_\_\_ Date: \_\_\_\_\_

All ADA related complaints or grievances should be submitted to the City of Dunwoody ADA Coordinator who's contact information is Tiffany Wommack; 4800 Ashford Dunwoody Road, Dunwoody, GA 30338; 678-382-6869; tiffany.wommack@dunwoodyga.gov.