



APPENDIX 7



REQUEST FOR PRIORITY FOR A UNIT WITH ACCESSIBILITY FEATURES

[Insert property name in fillable area]

Some units in this property or in other properties controlled by the same Owner or Property Management have features for individuals with mobility disabilities. Other units have features for individuals who are blind or deaf, or who have vision or hearing disabilities. These units may be designated accessible units which contain accessibility features required by federal and state law, while other units may contain some accessibility features which may be helpful for individuals with disabilities. For example, units may have features that make them more accessible, such as no stairs.

People who need these features get priority for these units. If you need one of these units, you can ask for a priority in admission or transfers at any time. Until an accessible unit is available, you can choose to rent, or continue to rent, a unit without accessible features. You can also make a reasonable accommodation request to ask that a unit without accessible features, including your unit, be modified to include specific features to meet an individual's disability-related needs.

PART A – What Features Does Your Household Need?

Check all that apply:

- I have a disability, or a member of my household does, and need a Mobility Accessible unit (see Part C, below.)
- I have a disability, or a member of my household does, and need a Hearing/Vision Accessible unit (see Part D, below.)
- I have a disability, or a member of my household does, and need some accessibility features but not all of the features in a mobility accessible unit (for example you might need a unit without stairs, grab bars in the shower, removal of carpeting, seat in tub or shower, lowered closet rods and other storage elements, or installation of a lowered peep hole for the front door, among others). Please list the features you or a member of your home need because of a disability:

- 1.
- 2.
- 3.

Additional Information:

Sometimes we may need more information. We will let you know at the time an accessible unit is available if more information is needed.

PART B – Please tell us your name and how to reach you:

Name:

Phone or TDD Number/Video Relay:

Email Address (if available):

Address (or unit number if current resident):



Please reach me by (check all that apply):

- Phone/TDD/Video Relay
- Email
- Text (if available)

PART C – What Features Are in our Mobility Accessible Units?

(Owner to insert number of units) Units at

(Property Name - To be completed by Owner) have features needed by people with mobility disabilities. These apartments are called “designated mobility accessible” units, and have features that include, but are not limited to:

- a. Accessible doors that are wide enough to permit a wheelchair user to utilize the door (doors must provide 32 inches minimum clear opening measured from the face of the door at 90 degrees to the door stop);
- b. Accessible door hardware is required to be operable with one hand without tight grasping, pinching, or twisting of the wrist;
- c. At least one accessible route shall connect all spaces and elements which are part of the residential dwelling unit;
- d. Lowered kitchen counters;
- e. Knee & toe clearance below kitchen sink with the floor, wall & all sides are finished with no rough edges and pipes insulated from contact;
- f. Accessible work space located next to the oven/range with knee & toe clearance with the floor, wall & all sides are finished with no rough edges;



- g. Kitchen range or cooktop with front controls;
- h. Kitchens have sufficient accessible turning space;
- i. Accessible refrigerator/freezer;
- j. Clear floor space for all Kitchen Appliances;
- k. Bathrooms have sufficient accessible turning space;
- l. Toilet, toilet seat, and paper dispenser must be appropriately placed and at the appropriate height;
- m. Medicine cabinet at appropriate height;
- n. Accessible tub and/or shower with a seat, and grab bars;
- o. Shower controls other than drain stopper are located off center between the bathtub rims and grab bar and between the open side of the bathtub and centerline of the width of the bathtub;
- p. Tub/shower handheld sprayer with appropriate length long sprayer hose;
- q. Low closet clothes rods;
- r. Interior accessible routes (without steps or abrupt level changes) throughout the unit to at least one accessible bathroom and one or two accessible bedrooms;
- s. Accessible laundry space and equipment, such as front loading washers and dryers.

****This list is non-exhaustive and provides a summary of the general requirements, it does not detail the technical requirements for Mobility Accessible Units****



PART D – What Features Are in Our Hearing/Vision Accessible Units?

(Owner to insert number of units) Units at

(Property Name - To be completed by Owner) have features for individuals who are blind and/or deaf or hard of hearing. These apartments are called “designated hearing/ vision accessible” units, and have features that include, but are not limited to:

- a. Audible/visual doorbells with strobes (hardwired);
- b. Audible/visual fire and smoke alarms with strobes in all rooms of the unit;
- c. Audible/visual carbon monoxide detectors with strobes in all rooms of the unit;
- d. If signs identifying unit numbers are provided they must be both visual and tactile (includes braille);
- e. Provide both visual and tactile building signs (includes braille); Appliances with buttons, knobs, tactile marks, or audio instead of touch screens;
- f. If provided building and site entrance intercom and security systems are accessible to people with sensory disabilities, i.e., a system that does not require a resident or guest to see or hear;
- g. Thermostats and air conditioning controls have buttons instead of touch screens and/or give audio feedback;
- h. Audible elevator floor indicators, if there is an elevator;
- i. Means for visually Identifying a visitor without opening the residential dwelling unit entry door.



****This list is non-exhaustive and provides a summary of the general requirements, it does not detail the technical requirements for Hearing/Vision Accessible Units****

PART E – What Accessibility Features Are in Some of Our Other Units?

In addition to the apartments for Individuals with Disabilities listed in Parts C and D, some of our other apartments may have some accessibility features. For example: no stairs, adjustable closet rods, adjustable counter heights, grab bars or the ability to easily install grab bars in the shower or bathroom (reinforcement/blocking behind the walls to enable future installation of grab bars), seats in shower, lever type handles on all doors, front load washer and dryers in laundry room, lower controls – light switches, thermostats, intercom, door bells, security alarms. Also, accessible features may be added in your unit as a Reasonable Accommodation request at any time.

See Tenant Handbook Sections 3.7, and 3.11 - 3.13 for More Information

