

**TEXAS DEPARTMENT OF LICENSING AND REGULATION
ARCHITECTURAL BARRIERS**

LEASE EVALUATION

Privately owned buildings and facilities leased or occupied by state agencies are subject to compliance with the accessibility requirements of Article 9102, Texas Civil Statutes. For purposes of complying with the provisions of the law, all state agency leases or occupied space shall be grouped in one of the three categories described below and shall be subject to the respective specifications contained in the Texas Accessibility Standards (TAS). Refer to the reverse side of this form for more information.

- (A) Full Compliance
- (B) Compliance with Specifications Relating to Site Accessibility, Ingress and Egress
- (C) Compliance Not Required

The following evaluation procedures are applicable **ONLY** when an agency desires other than an "A" category on the basis that a particular leased space will not be used by the public and that the occasion for employment of persons with disabilities is improbable because of the physical requirements of the work or the nature and function of the facility.

- (1) Prior to submitting a request for space, the agency shall complete and submit an Architectural Barriers Lease Evaluation form to the Texas Department of Licensing and Regulation for a pre-leasing determination of accessibility.
- (2) Upon receipt of the completed form, the Department will make a category determination based on occupancy load, estimated number of visitors, approximate length of visits, size and function of the proposed leased space.
- (3) After a category designation has been assigned and a set of minimum requirements has been established by the Department, the evaluation form will be returned to the agency.
- (4) A COPY OF THE EVALUATION FORM SHALL BECOME PART OF THE LEASE REQUISITION.

AGENCY NAME				DATE	
MAILING ADDRESS					
AGENCY REPRESENTATIVE			TITLE		TEL.
PROPOSED LEASE LOCATION (CITY & GENERAL AREA)					
SQUARE FEET		SUBDIVIDED INTO			PARKING SPACES
NO. OF EMPLOYEES	EST. VISITORS/DAY	APPROX LENGTH OF VISIT	LEASE PERIOD FROM: TO:		CURRENT CONTRACT NO.
SPECIFIC AGENCY FUNCTION IN REQUESTED LEASE					
CATEGORY REQUESTED		JUSTIFICATION			

THE ABOVE INFORMATION IS COMPLETE AND ACCURATE AND SUBMITTED TO THE TEXAS DEPARTMENT OF LICENSING AND REGULATION FOR A DETERMINATION.

SIGNATURE OF AGENCY REPRESENTATIVE _____ TITLE _____ DATE _____

CATEGORY	SPECIAL CONDITIONS/COMMENTS
TDLR	DATE

ACCESSIBILITY REQUIREMENTS FOR PRIVATELY OWNED BUILDINGS AND FACILITIES
LEASED BY STATE AGENCIES UNDER THE PROVISIONS OF ARTICLE 9102, T.C.S.

The provisions of the law were enacted to further the policy of the State of Texas to encourage and promote the rehabilitation of persons with disabilities whose ability to engage in gainful occupations or to achieve maximum personal independence is needlessly restricted. It is the intent of these requirements to make all buildings and facilities leased or occupied by state agencies accessible to and functional for persons with disabilities without loss of function, space or facilities.

When "to be built" space is bid or negotiated, the space and exterior conditions shall be specified to comply with Texas Accessibility Standards Sections 4.1.2 and 4.1.3 relating to new construction.

When space in an existing building is bid or negotiated, the site and the building entrances shall be specified to comply with Texas Accessibility Standards Sections 4.1.2 and 4.1.3. The space shall be considered a primary function area and shall be specified to comply with Texas Accessibility Standards Section 4.1.6 relating to alterations.

When space in a qualified historic building is bid or negotiated, the space and exterior conditions shall be specified to comply with Texas Accessibility Standards prescribed in 4.1.7 relating to historical structures.

ALL STATE AGENCY LEASES WILL BE GROUPED IN ONE OF THE FOLLOWING CATEGORIES

- (A) FULL COMPLIANCE
- (B) COMPLIANCE WITH SPECIFICATIONS RELATING TO SITE ACCESSIBILITY, INGRESS AND EGRESS
- (C) COMPLIANCE NOT REQUIRED

CATEGORIES A AND B - TO BE BUILT

- TAS Section 4.1.2 Accessible Sites and Exterior Facilities: New Construction
- TAS Section 4.1.3 Accessible Buildings: New Construction
- 4.3 Accessible Route
- 4.4 Protruding Objects
- 4.5 Ground and Floor Surfaces
- 4.6 Parking and Passenger Loading Zones
- 4.7 Curb Ramps
- 4.8 Ramps
- 4.9 Stairs
- 4.10 Elevators
- 4.11 Platform Lifts (Wheelchair Lifts)
- 4.13 Doors
- 4.14 Entrances
- 4.28 Alarms
- 4.29 Detectable Warnings
- 4.30 Signage
- 4.32 Fixed or Built-in Seating and Tables
- 4.33 Assembly Areas

CATEGORIES A AND B - EXISTING BUILDINGS

- TAS Section 4.1.2 Accessible Sites and Exterior Facilities: New Construction
- TAS Section 4.1.6 Accessible Building: Alterations
- 4.3 Accessible Route
- 4.4 Protruding Objects
- 4.5 Ground and Floor Surfaces
- 4.6 Parking and Passenger Loading Zones
- 4.7 Curb Ramps
- 4.8 Ramps
- 4.9 Stairs
- 4.10 Elevators
- 4.11 Platform Lifts (Wheelchair Lifts)
- 4.13 Doors
- 4.14 Entrances

CATEGORY A - TO BE BUILT
IN ADDITION TO ITEMS ABOVE

- TAS Section 4.1.3 Accessible Buildings: New Construction
- 4.15 Drinking Fountains and Water Coolers
- 4.22 Toilet Rooms
- 4.23 Bathrooms, Bathing Facilities, and Shower Rooms
- 4.24 Sinks
- 4.25 Storage
- 4.27 Controls and Operating Mechanisms
- 4.31 Telephones
- 4.35 Dressing and Fitting Rooms

CATEGORY A - EXISTING BUILDINGS
IN ADDITION TO ITEMS ABOVE

- TAS Section 4.1.6 Accessible Buildings: Alterations
- 4.15 Drinking Fountains
- 4.22 Toilet Facilities
- 4.23 Bathrooms, Bathing Facilities, and Shower Rooms
- 4.27 Controls and Operating Mechanisms
- 4.31 Telephones