

Americans with Disabilities Act (ADA) Transition Plan

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1. Executive Summary

The City of Oxford is committed to ensuring that all residents, visitors, and employees have equal access to municipal programs, services, facilities, and communications.

In accordance with Title II of the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, the City has prepared this ADA Transition Plan to identify barriers to accessibility and outline a strategy for achieving compliance.

This document establishes policies and procedures for evaluating accessibility, identifying barriers, prioritizing improvements, and implementing corrective actions across City operations.

The plan is intended to be a living document and will be reviewed and updated periodically.

2. Purpose of the ADA Transition Plan

The purpose of this ADA Transition Plan is to ensure compliance with Title II of the Americans with Disabilities Act.

It establishes a process to identify barriers, evaluate accessibility in City facilities and programs, and create a structured improvement plan.

3. History of the ADA and Related Legislation

The Rehabilitation Act of 1973 prohibited discrimination against individuals with disabilities in federally funded programs. The Americans with Disabilities Act (ADA) was enacted in 1990 to extend protections to public and private entities. The ADA Amendments Act of 2008 broadened the definition of disability and expanded protections.

4. Legal Framework and Regulatory Requirements

Title II of the ADA requires local governments to provide equal access to programs, services, and activities. Municipalities with more than 50 employees must designate an ADA Coordinator, adopt a grievance procedure, conduct self-evaluations, and maintain a transition plan.

5. Responsibilities of the City of Oxford Under the ADA

The City must ensure that individuals with disabilities are not excluded from participation in or denied the benefits of City programs. The City must ensure accessible facilities, reasonable policy modifications, and effective communication.

6. ADA Coordinator Designation

The City of Oxford designates an ADA Coordinator responsible for overseeing ADA compliance and coordinating accessibility improvements.

ADA Coordinator:

City Manager, or designee

7. ADA Notice to the Public

The City of Oxford does not discriminate on the basis of disability in the admission to, access to, or operation of its programs, services, or activities.

8. ADA Grievance Procedure

Individuals who believe they have been discriminated against on the basis of disability may file a complaint with the ADA Coordinator.

The complaint will be investigated by the Civil Rights Commission, and a response will be provided within a reasonable timeframe.

Grievances may be made:

- Online through the [Civil Rights Commission](http://www.cityofoxford.org/crc)
 - www.cityofoxford.org/crc
- In-person at the Oxford Municipal Building, City Manager's Office
 - 15 S. College Ave, 2nd floor. Oxford, Ohio 45056

9. Public Participation, Stakeholder Engagement, and Self Evaluation

The City encourages public participation in identifying accessibility needs and barriers. The Civil Rights Commission holds public meetings and may engage the public and stakeholders to seek input on the ADA assessment.

The City commits to periodic self-evaluation of its programs, policies, and facilities to determine compliance with ADA requirements. This evaluation is recommended once

every 3 years and is led by the Civil Rights Commission. The commission then prioritizes and recommends improvements to the City Council.

The following areas are included in the assessment:

- Public Facilities Accessibility
 - The City will evaluate accessibility within municipal facilities, including publicly owned buildings, facilities, and parks
- Public Rights-of-Way (Sidewalks and Curb Ramps)
 - The City of Oxford has completed the installation of curb ramps throughout the sidewalk network.
 - The City continues to monitor sidewalk accessibility and incorporate improvements through the road resurfacing program and the Bike and Pedestrian Master Plan.
- Public Programs and Services Accessibility
 - City programs and services will be accessible when viewed in their entirety.
 - Reasonable accommodations will be provided upon request.
- Public Communications Accessibility
 - The City will ensure accessible communication through website accessibility and accessible public meeting materials.

10. Accessibility Improvement Action Plan

Following each assessment, the City will develop an accessibility improvement action plan prioritizing safety, usage, accessibility impact, and available resources.

11. Implementation Schedule and Prioritization

Accessibility improvements will be scheduled based on safety, accessibility impact, and coordination with capital improvement projects.

12. Monitoring, Reporting, and Plan Updates

The ADA Coordinator will monitor implementation of this plan and coordinate updates every three years.

13. Appendices

2025 ADA Assessment and Prioritized Recommended Improvements

Recommended Transition Plan from 2025 Assessment

High Priority- Complete in 2026		
	Location	Suggested Improvements
	City of Oxford Website	Become WCAG 2 compliant
	TRI Community Center	Begin Master Plan with intent for major renovation or new construction to be completed within 5 years with authorization of budget by Council.
	Courthouse	Evaluate future use and examine major renovation or new construction to be completed within 5 years with authorization of budget by Council.
	Sidewalks	Those deemed necessary for repair/replacement with resurfacing review* (Review completed by Street Dept personnel)
Aim for 2027 Completion		
	Uptown Parking Lot	Add a van accessible parking space and signage
		Add curb cuts where appropriate for mobility aid users
		Ensure walkways are level
	Sidewalks	Implement a sidewalk improvement based on 2026 bike/pedestrian improvement Plan
Aim for 2028 Completion		
	Uptown Parking Garage	Fix accessible entrance
		Add van accessible spots and signage
		Create 5 ft. wide aisles next to accessible parking spots
	Woodside Cemetery	Add cemetery-specific ADA parking
		Repave pathways

Appendix

2025

ADA Assessment

Building an Accessible Oxford

Meeting ADA Obligations & Creating Accessible Communities for All

DST 272 Exploring Disability Studies

ADA Assessment conducted by Miami University Class DST 272
Exploring Disability Studies
Fall 2025
Professor: Sujay Sabnis

Agenda

Objective

We present the final project that involved students doing an accessibility audit of various public facilities in Oxford.

Agenda

- Brief introductions
- Methodology
- Results



Introduction

- DST 272 Exploring Disability Studies at Miami University
 - **What the class is about**
- Final Project
 - **Accessibility Audit of Oxford**
- Context
 - **Americans with Disabilities Act (1990)**

The Legal Mandate: ADA Title II

State & Local Government

Title II of the Americans with Disabilities Act protects individuals with disabilities from discrimination on the basis of disability in services, programs, and activities provided by state and local government entities.

Core Requirement: Program Access

A public entity must operate each service, program, or activity so that, when viewed in its entirety, it is readily accessible to and usable by individuals with disabilities.

Why Accessibility Matters



Civic Participation

Ensures all residents can vote, attend town halls, and participate in civic life without barriers.



Economic Growth

Accessible cities attract diverse talent, tourism, and allow all citizens to contribute to the local economy.



Risk Management

Proactive compliance reduces the risk of costly litigation and Department of Justice settlements.

Methodology

To conduct the Access Audit, we looked at the various public facilities in Oxford and different student groups signed up to visit one place.

1. Municipal Building
2. Police Department (lobby)
3. Courthouse
4. Tri-Community Center
5. Fire Department (lobby)
6. Uptown
 - a. Uptown Parking
 - b. Parking Garage (near Pickle & Pig)
7. Woodside Cemetery

Methodology

Each space was assessed for the following, using ADA checklist created by [the New England ADA Center](#).

1. Is the entrance/parking accessible?
2. Is the toilet/restroom accessible?
3. Are interior spaces easy to navigate?
4. Can the services offered here be accessed by people with broad range of abilities?

Assessment Findings

ADA Assessment conducted by Miami University Class DST 272 Exploring Disability Studies
Fall 2025
Professor: Sujay Sabnis

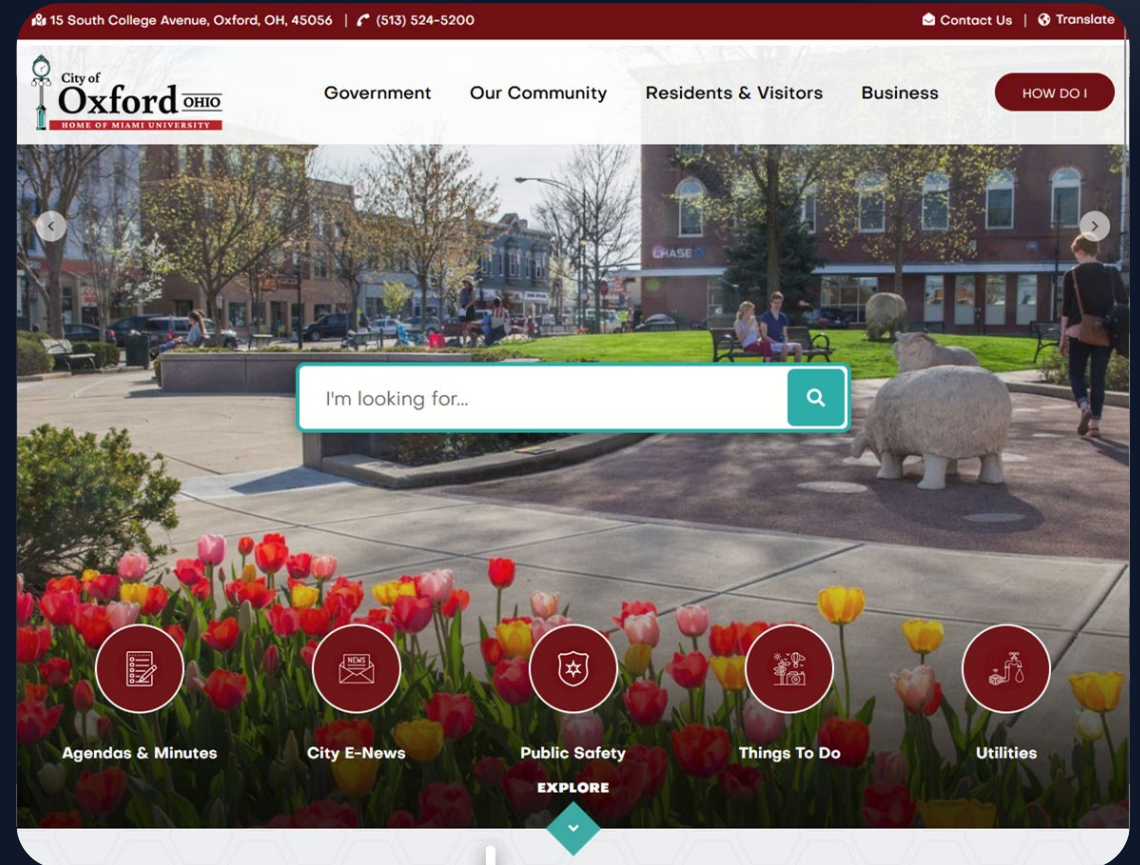
Website

Positives

1. Text contrast
2. Accessibility menu

Areas of Improvement

1. Page layout (mobile, zoom)
2. Keyboard navigation / focus
3. Images (size, labels, alt text)
4. Header menu navigability
5. Screen readers
6. Browser compatibility / web standards compliance
7. WCAG compliance



Website (cont.)



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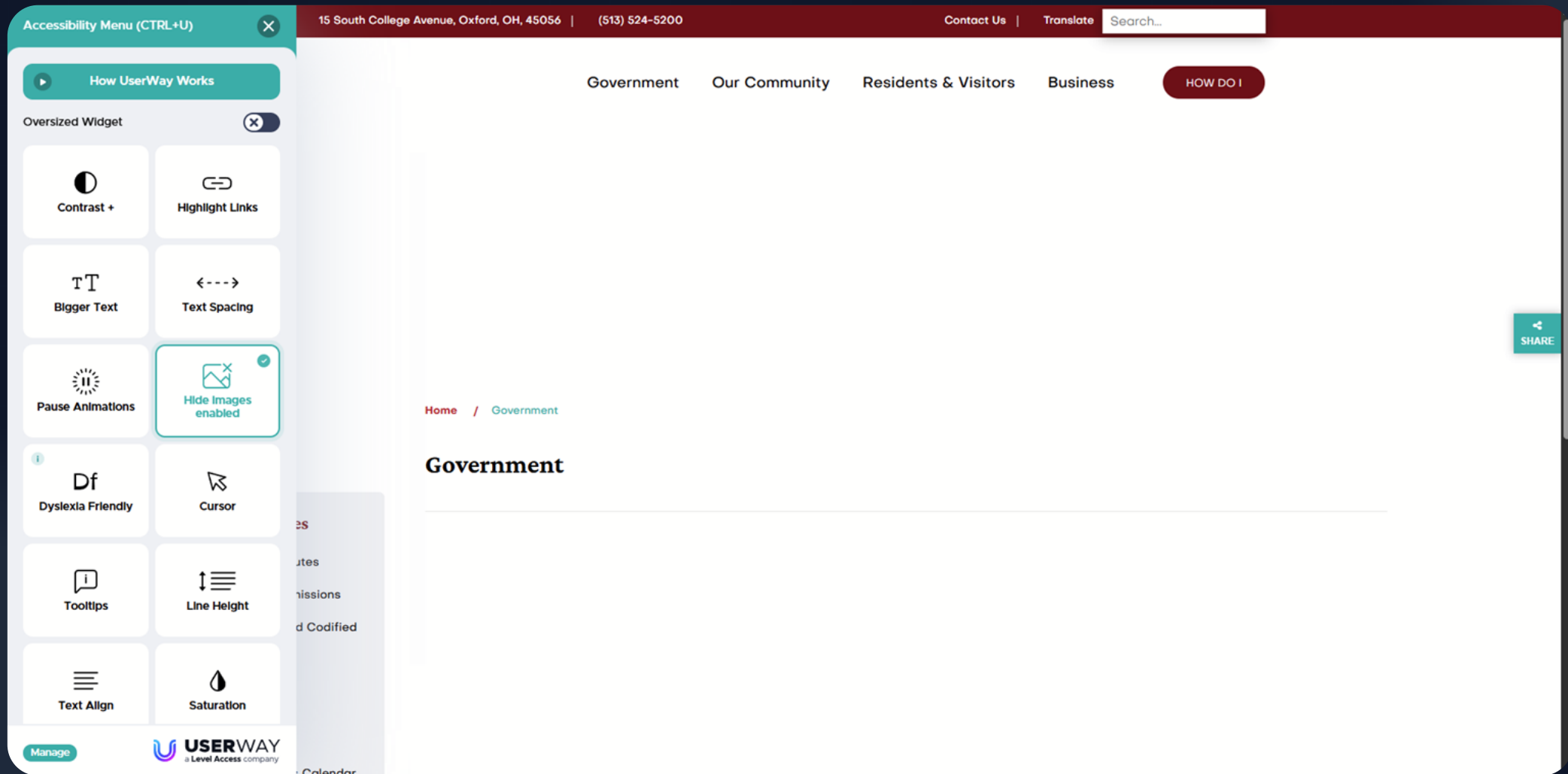


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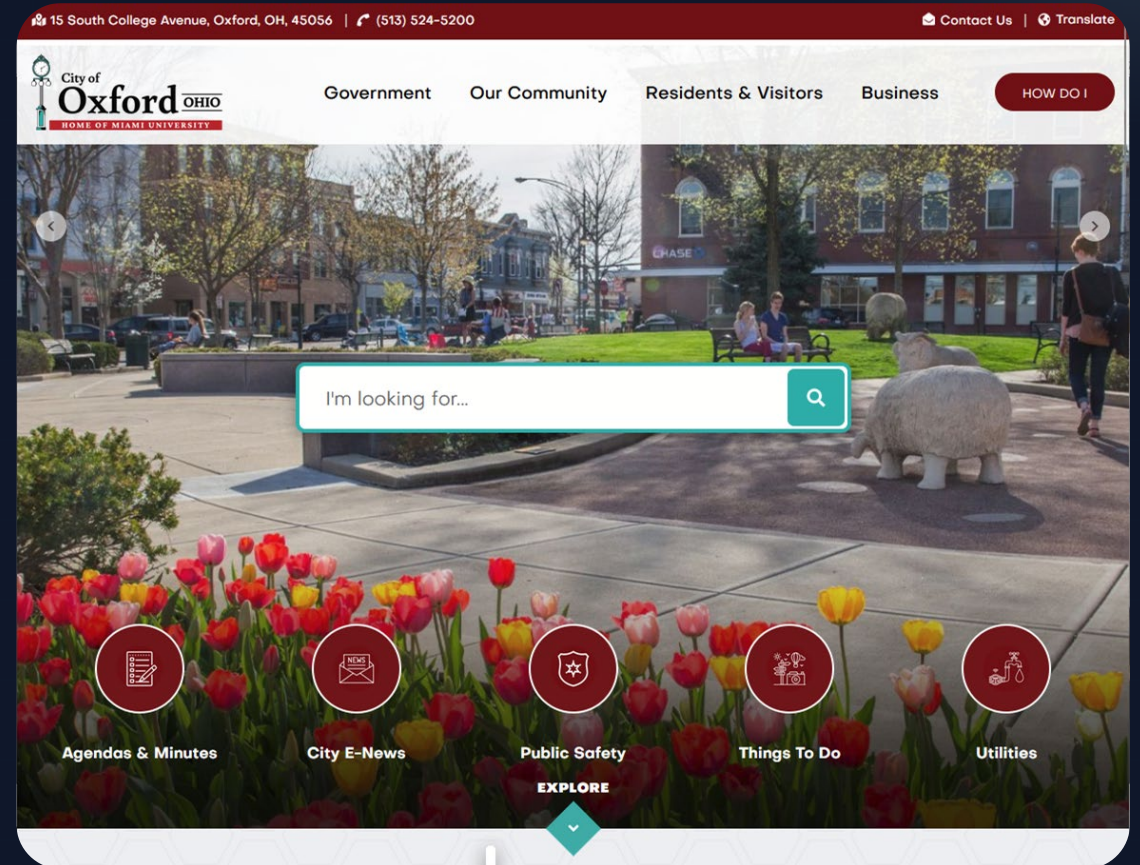
Website (cont.)



Website (cont.)

Load Times & Resource Usage

1. Some pages take well over 30 seconds to load at average consumer internet speeds
 - a. Recommended load time is 1 second
 - b. 93% of total load time is due to large images
 - c. Severe usability impact
2. Uses $\frac{1}{8}$ of the total RAM in the average computer
3. Fully utilizes all available CPU for several seconds
 - a. Causes system-wide instability and crashes
4. Renders all information contained on the site fully inaccessible to everyone, not just disabled people

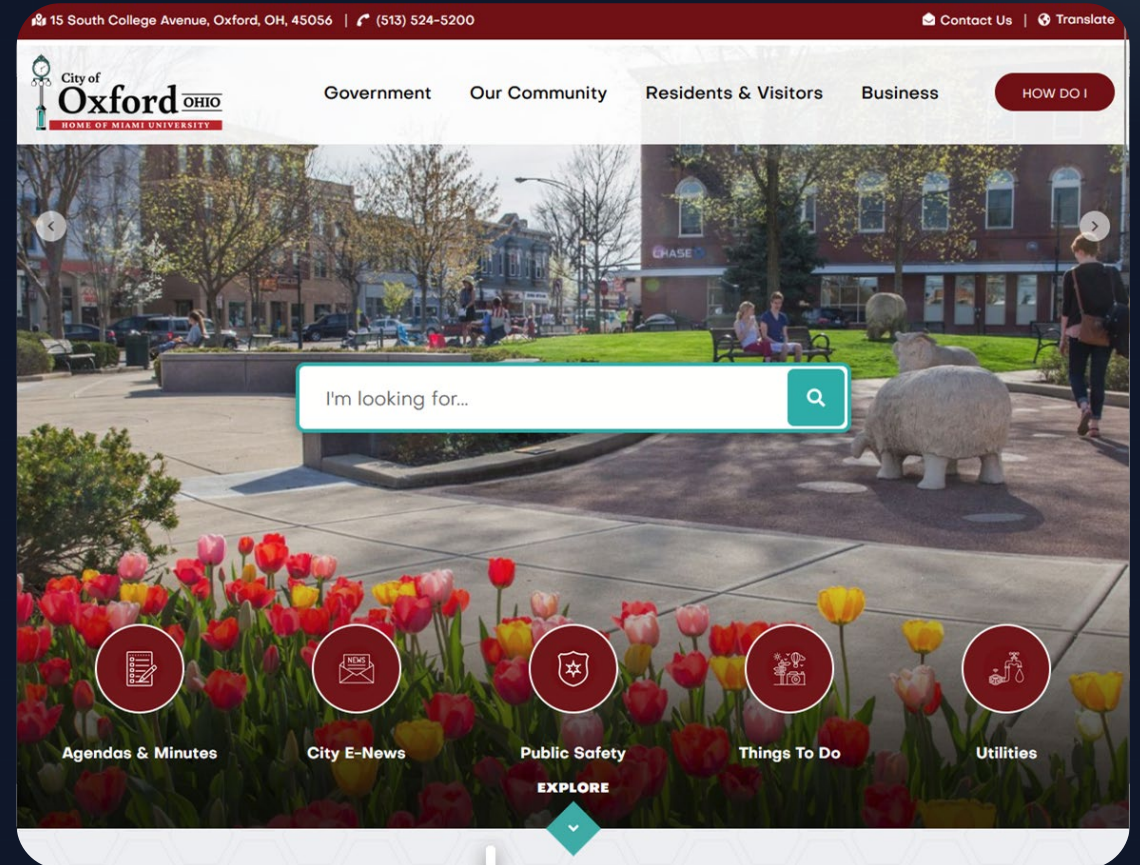


Website (cont.)

Liability & Lawsuits

1. Website accessibility lawsuits have increased 37% nationwide this year
2. Settlement payouts have reached into the millions
3. Widgets don't work – around 25% of all lawsuits targeted websites with accessibility widgets
4. WCAG 2 compliance is the standard measure of website accessibility in the United States
5. Cityofoxford.org misses this mark by a wide margin

Source: <https://darroweverett.com/ada-website-accessibility-litigation-insights-legal-analysis/>



Municipal Building

Positives

- Electric entrance doors
- Accessible parking spots
- Braille and wide spaces throughout

Areas of Improvement

Most feasible:

- Add a coat/backpack hook inside the accessible stall
- Keep the lower help desk window open at all times
- Improve accessible bathroom stall signage placement

Other recommendations:

- Install electric door openers for bathroom entrances
- Redesign/widen wheelchair ramp
- Realign entry doors or remodel vestibule



Courthouse

Positives

1. All furniture in courtroom is on wheels
2. Accessible bathroom inside of the courtroom

Areas of Improvement

1. Ramp entrance at the front of the building
2. Official signage inside the building
3. Van accessible parking
4. Powered doors throughout the building



TriCommunity Center

Positives

- Accessible Parking Spaces Are Provided
- A Ramp/Sloped Path Is Present
- Bathroom Hooks and Amenities Are Present

Areas of Improvement

Most feasible/necessary:

- Add braille signage & clarify signage for accessible entry
- Install fire alarms
- Replace current door with a wider ADA compliant one

Other recommendations:

- Install insulation/cover over exposed sink pipes
- Fix uneven ramp landing
- Install an elevator to reach the upper floor (only ramp is outside)



Fire Department

Positives

1. Smooth hardwood floors in most of the building
2. Ramps

Areas of Improvement

1. Adding accessible parking spaces
2. Declutter walkways to make them more accessible
3. Adding accessible bathrooms
4. Leveling out the ground to remove tripping hazards
5. Add an elevator



Stairs inside



Narrow walkway inside

Municipal Building



Image 1.3 *Image shows the ramp, at the entrance with the attached parking lot, with a narrow ramp.



Image 1.4 *Image shows the ramp, at the entrance with the attached parking lot, with a ramp that has several narrow turns.



Image 2.3 *Sign says: WINDOW CLOSED PLEASE USE THE NEXT TWO WINDOWS THANK YOU!

Police Department

Positives

1. Power-operated front door
2. Front entrance ramp
3. Bathroom is mostly accessible

Areas of Improvement

1. Create a van-accessible parking space in the lot to the left of the building
1. Install a ramp next to the existing accessible parking space
1. Install a power-operated bathroom door
 - a. Foot button for increased accessibility
2. Remove lobby bench and replace with chairs to allow flexibility for a wheelchair space



Uptown Parking Lot

Positives

1. Accessible Parking Space

Areas of Improvement

1. Add at least one van-accessible parking space**
2. Add accessible parking spaces closer to entrances of nearby buildings**
3. Crosswalks between accessible spaces
4. Create curb cuts for mobility-aid users
5. Redo pavement



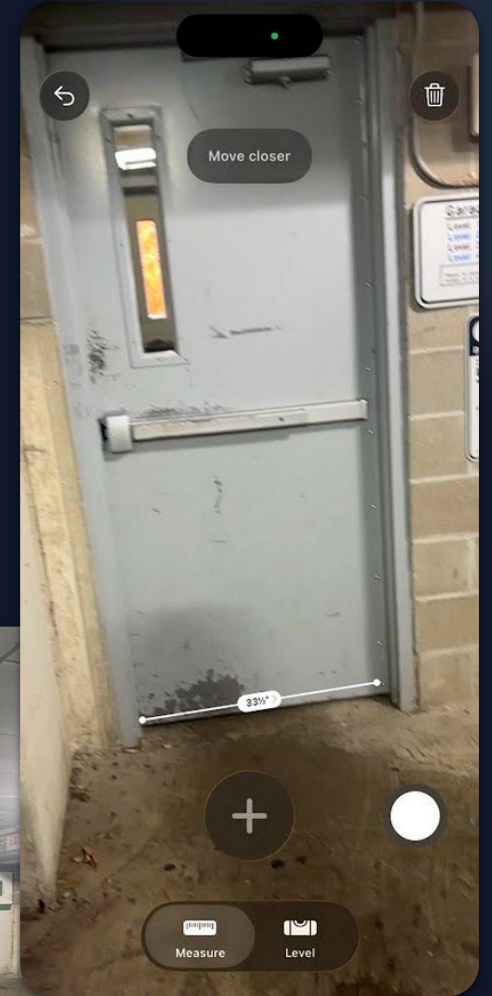
Uptown Parking Garage

Positives

There are several parking spots marked for accessible parking (a.k.a “handicapped” spots although this is now considered a derogatory term.)

Areas of Improvement

1. No ‘truly’ accessible entrances – the only open-air exit ramp is rather steep
2. No aisle next to accessible parking spots (aisle should be at least 5 ft wide).
3. Add some van accessible spaces (not the same as general accessible spaces since these are wider – at least 8 ft wide)
4. clearly mark accessible spots with high-contrast paint such as yellow to discourage misuse
5. Add some ‘Van Accessible’ signs



Woodside Cemetery

Positives

accessible entrance area and pavement inside the cemetery

can help wheelchair users

Areas of Improvement

1. No parking lot – all street parking
2. The ground is paved – but many uneven areas
3. The cemetery is kind of hilly – if a tombstone is farther down the hill it will be very difficult for a wheelchair user to access it
4. Not much signage – no way to tell where you were or to find a tombstone. Add Braille.



Conclusion

Some general recommendations

- Change the word “handicapped” to “accessible” (e.g., instead of saying handicapped parking, say accessible parking)
- We could not get through all the spaces this semester.



Questions?

Thank you for your commitment to
inclusivity.

Image Sources



https://media.istockphoto.com/id/1405671483/photo/disabled-man-going-down-curb-in-manual-wheelchair.jpg?s=612x612&w=0&k=20&c=g38WOKJdEIORljyINsVrt2oa2uYtdfOuihf1QW_KKxo=

Source: www.istockphoto.com



<https://accessibility.blog.gov.uk/wp-content/uploads/sites/52/2025/01/gov-website-developer-1-620x413.jpg>

Source: accessibility.blog.gov.uk



https://playworld.com/wp-content/uploads/2023/11/PW_Inclusive-Web-Page-Images_01.jpg

Source: playworld.com



<https://i.ytimg.com/vi/vFls1UNgDxk/hq720.jpg?sqp=-oaymwEhCK4FEIIDSFryq4qpAxMIARUAAAAAGAEIAADIQjOAgKJD&rs=AOOn4CLCA-8eKf5gEKJbRQORNIBiqfHZq5g>

Source: www.youtube.com