Please review the [design exception webpage](https://www.oregon.gov/odot/Engineering/Pages/Design-Exceptions.aspx) before filling out this document. Use appropriate naming convention when submitting the draft ADA DE form in ProjectWise. Note the naming convention for the final ADA Curb Ramp Design Exception Request (Form number 734-5112). Information can be copied over once all comments are addressed.

Final ADA DE Form File Name Example: DE\_ADA\_ON\_PC\_1\_Washington\_091\_8.02\_ SUBMITTED

Draft ADA DE Form File Name Example (ProjectWise Format): R\_K12345\_DEW\_01

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| --- | --- | --- | --- |
| **Request/Version Date:** |  | **Project No./Key No.:** |  |
| **Project EA number:** |  |
| **Project Name:** |  |
| **LRM:** |  | **Curb Ramp MP:** |  |
| **Design Category:** | Choose an item. | **Highway Route Number:** |  |
| **City:** |  | **County:** |  |
| **Std. Dwg. Effective Date:** |  | **On/Off State Hwy System:** | Choose an item. |
| **Cross Street Name (as it appears in TransGIS):** |  |
| **Crosswalk Closure Number (if applicable):** |  |
| **Prepared By:** |  |

Helpful Links: [Engineering for Accessibility website](https://www.oregon.gov/odot/Engineering/Pages/Accessibility.aspx), [ADA DE Form](https://www.oregon.gov/odot/Forms/2ODOT/7345112.pdf) & [DE User Guide](https://www.oregon.gov/odot/Engineering/DOCS_ADA/Curb-Ramp-Exception-User-Guide.pdf)

**Illustration of Intersection:**

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| *Image should be clean, legible and free from unnecessary line work. Include corner and ramp numbers.*  |

**Description of Exception**:

*For example: “CR 3-1, Criteria B1: Requesting a ramp run slope of X.X% for ramp run X which is above the ODOT design standard of 7.5%.”*

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**Description of Project**:

*Please be consistent with the general DE project description and business case. Indicate pavement limits, signal work, etc. Refer to the “i” button on the ADA Curb Ramp Design Exception Request form for additional information.*

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**Reasons for Not Attaining Standard**:

*Explain in detail why the design criteria cannot be met. What are the constraints? Refer to the “i” button on the ADA Curb Ramp Design Exception Request form for additional information.*

*For example: “CR 3-1, Criteria B1: …”*

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**Effects on Other Standards**:

*What considerations were made to other standards? Refer to the “i” button on the ADA Curb Ramp Design Exception Request form for additional information.*

*For example: “CR 3-1, Criteria B1: …”*

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**Mitigation for Exception Included in Design**:

*What specific considerations were made to ensure this design is the most accessible? Refer to the “i” button on the ADA Curb Ramp Design Exception Request form for additional information.*

*For example: “CR 3-1, Criteria B1: …”*

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**Submitting Supporting Documents**:

Attach any supporting documents either to the end of this draft design exception form or as an additional attachment/link. Supporting documentation should be clear and legible and show multiple alternatives that were considered before the submittal of this design exception. Existing site photos are very helpful for analysis and review of design exceptions.