

March 4, 2024

Dave LaFountain  
Code Enforcement Officer  
Village of Ballston Spa  
66 Front Street,  
Ballston Spa, NY 12020

**RE: Site Accessibility Requirements**  
**92 Milton Avenue, Ballston Spa, NY, 12020**  
**Project Number: 2233155.07**

Dear Mr. LaFountain:

Below are items that required to be shown on the project site plan by the Building Code of New York State.

1. All parking space striping with dimensions shall be identified on the site plan including required accessible parking and access aisle.
2. Accessible parking signage details and mounting height of sign.
3. Include existing and proposed grades of the project to determine a compliant accessible route from accessible parking area to building entrances. The required slopes are 2% maximum for the accessible walking surfaces and 5% maximum for ramps.
4. Indicate the existing slope of the ramp down to the public sidewalk.

If you have any questions, please feel free to contact our office at (518) 273-0055.

Sincerely,

**LaBella Associates**



Michael Ruffinen, CCEO  
Building Code Consultant

cc: Rory O'Connor, Village of Ballston Spa  
Edward Larkin PE, LaBella  
File

