



Date: October 8, 2026
To: Board of Directors
From: David Aranda, Interim General Manager
Subject: Discussion and Direction Regarding the ADA Parking at the Public Safety Building

Recommendation

The IGM recommends there be no changes to the ADA parking spot and the Board make a motion to inform the Chief to see that all items are removed from the path access for a disabled person to safely reach the door for entrance and that the fire operations make sure to keep all materials out of the hands of unauthorized individuals by locking those items up.

Background

Director Watt has expressed concerns about parking on the upper parking lot of the Public Safety Building for those with disabilities. As noted in previous discussions, the thirty minute parking spot in front of the Public Safety Building can be used for those with disabilities and with the placard, there is no time limit for their vehicle to be parked in that spot. Also, as noted in previous discussions, the County is adamant about not doing anything to change that parallel parking spot to two spots in a vertical configuration.

The legal opinion that is attached along with the fact that the County signed off on plans for the public safety building makes it clear that the spot designated for ADA parking meets code. The ability for a person to park, get out and move to the door, ring a bell and be met by administrative staff to access the elevator and come to the first floor is what the plan was originally and continues to be the means in which a disabled person would access the first floor to conduct district business.

The Fire Chief, as noted in the attached memo, is not on board with this provision. Based on his memo his concerns revolve around access to fire related material that would be a violation of law, should it get in the wrong hands.

ADA Parking at Public Safety Building

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Exhibit(s)

- Handicapped Parking at the PSB
- Legal Opinion regarding ADA Parking Compliance at PSB
- Fire Chief's Email regarding ADA Parking and Public Access Concerns - Station 55

Handicapped Parking at the PSB

I just received the analysis by our law firm (BBK) giving their interpretation of ADA parking compliance at the Public Safety Building. I believe BBK's conclusion that the "ADA parking spot must remain where it is" is wrong. These are the important ADA requirements that must be considered.

ADA Requirements

--- The ADA space must be located at the shortest possible route to the facility entrance. The facility in question is the first floor where District staff will be housed and community meetings held, not the second floor which is the living quarters for firefighters.

--- The ADA space must be clearly marked and unobstructed. This requires the appropriate handicap sign not the current one stating "ADA Parking Area" on the side of the PSB and a sign on the drive saying "Do Not Enter". Anyone driving to the second floor will not know if the handicap space is available until they arrive and may need to make a difficult U-turn to leave if the space is occupied.

BBK Response

1st paragraph. ADA parking is not required on the second floor.

2nd paragraph. This is very confusing. It states that the 30-minute space on the Arlington "provides the appropriate accessible route from the public sidewalk to the administrative office". However, since this 30-minute parking spot is not currently ADA compliant a handicapped person must go to the handicap space at second floor.

3rd paragraph. This states that the handicap space "needs to be generally the same route as the one used by the general public". The general public will enter from the first floor, not the second.

Recommended approach

There are two choices for providing a handicap space in front of the PSB. We can convert the 30-minute parking spot on the Arlington into a handicapped space, as shown on the attachment. This will require submitting engineered plans to the county for approval and the expense of constructing the new handicap space. A second choice would be locating the handicap space in front to the third apparatus bay door, since this bay is not used for emergency vehicles. This would have minimal cost and approval time.

The first-floor area also includes a meeting room for at least 14 people (see attached) where public meeting can be held, thereby increasing the likelihood of a handicap presence.

When this was discussed at the December 2025 Board meeting all 7 of the Board members who spoke on this item favored locating the handicap space in front of the PBS building.

Existing Handicap Problem



Contradictory Signage



Current Handicap space



Interior of Bay 3



1st Floor Meeting Area

Handicap Parking In Front of PSB



Handicap Parking Parallel to the Arlington



PSB Apparatus bays



**Proposed Handicap
At 3rd Apparatus Bay**

From: Stephanie Veniez <Stephanie.Veniez@bbklaw.com>

Sent: Wednesday, September 30, 2026 12:59 PM

To: David Aranda <daranda@kppcsd.org>

Cc: joshua.nelson@bbklaw.com

Subject: ADA Parking Compliance at PSB

Good afternoon David,

After review, we have confirmed that the existing ADA parking spot must stay where it is. The ADA Standards require an accessible space for each parking area. (2010 ADA Standards § 208.2.) Since there is a parking area outside of the second floor entrance, the District is required to have an ADA spot there.

An ADA parking space must be located on the shortest accessible route to an entrance compared to other parking spots. One ADA parking space can serve more than 2 entrances for the same building, which is the case here. Although each parking area is required to have its own ADA parking space, this does not necessarily apply to on-street parking. The 30-minute space is not part of the District's parking facility, even if people use it to access the building. If members of the public normally park on the street and use the accessible first-level entrance, that provides the appropriate accessible route from the public sidewalk to the administrative office. The ADA does not require the District to create on-site parking where none is otherwise provided for the public.

Regarding the second floor entrance and accessibility, an accessible route to/from a handicap parking space has to be "continuous, unobstructed," and the route needs to be generally the same route as the one used by the general public. (28 CFR § 36.403(e).) An accessible path can include going through staff areas, elevators, and other rooms, so the fact that the path from the existing ADA parking space goes through a non-public area and into an elevator does not make it inaccessible. People with disabilities may use street parking to access the first floor, or they may use the same route that all other non-disabled persons use to access the second floor.

Please let me know if you have other questions about this.

Thank you,



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MEMORANDUM

To: General Manager, Kensington Community Services District

From: Eric Saylor, Fire Chief

Subject: ADA Parking and Public Access Concerns - Station 55

Date: September 3, 2026

Purpose

I would like to raise a concern regarding the current ADA-accessible parking arrangement at Station 55 and, specifically, the reliance on the station elevator to provide access from the upper parking area to the public areas of the building.

While the intent is appropriately focused on providing accessible entry to the facility, I do not believe the current arrangement provides a sustainable solution from either a public-safety or fire station security perspective.

Current Access

The existing ADA parking space is located on the upper level of Station 55 at the top of a very steep driveway. From that location, the only feasible accessible route to the public area on the first floor requires an individual to enter and travel through the non-public operational and living areas of the fire station in order to reach and use the elevator.

This creates two primary concerns: security within the fire station and safe public access to and from the designated parking space.

Fire Station Security

The operational and living quarters of a fire station are intentionally non-public areas. Firefighters routinely leave personal belongings and operational equipment unsecured because they must be able to immediately leave the station when dispatched to an emergency. Personnel may have only seconds to transition from normal station activities to responding on an apparatus.

For that reason, these areas are not designed for routine unsupervised public access.

Station 55 also contains department equipment and controlled medications that are subject to strict access and accountability requirements. Narcotics, in particular, are maintained under stringent security and tracking procedures. Allowing routine public access through operational portions of the station simply to reach the elevator introduces an unnecessary security exposure.

We routinely provide station tours and welcome members of the community into our facilities when appropriately coordinated. However, those visits are scheduled so personnel have an opportunity to secure sensitive areas, equipment, medications, and personal belongings before members of the public enter operational portions of the station.

Using the same secured area as a routine pathway between ADA parking and the public portion of the building is fundamentally different and creates a risk that I do not believe the Fire Department should accept.

Public Safety Concern

I am also concerned about the physical location of the existing ADA parking space.

The upper parking area is accessed by a particularly steep driveway. Someone unfamiliar with the facility may park in the designated space and not understand that the intended accessible route requires entering the station and using the elevator.

That individual could reasonably conclude that the most direct route to the lower public entrance is down the driveway.

For someone with limited mobility, attempting to walk, use a wheelchair, or otherwise navigate that grade could present a significant hazard. A loss of control could result in a fall or uncontrolled movement toward the roadway, potentially injuring the individual or creating a hazard for passing motorists.

I do not think we should knowingly maintain an arrangement where an accessible parking space could unintentionally direct someone toward an unsafe pedestrian route.

Recommended Alternatives

I recommend that KCSD evaluate an alternative that provides accessible public entry without requiring members of the public to travel through the secure operational areas of Station 55.

Potential alternatives could include converting the existing parking space immediately in front of the station into a designated ADA-accessible space or evaluating whether a space could be established near the third apparatus bay in the area currently associated with Chief Officer vehicle parking. Either option would need to be evaluated for accessibility, apparatus operations, code compliance, and impacts on emergency response.

The area near the third apparatus bay also has an important operational limitation. That location is currently used for Chief Officer vehicle parking, particularly when a Chief is assigned to Station 55 during strike team or extreme-weather upstaffing. If that area were designated as ADA parking but remained available for Chief Officer use, there would be times when a Chief's vehicle occupied the space and the accessible parking would not be available when needed. This is also where visiting units such as Engine 51 and Engine 52 park when they attend drills at station 55. Therefore, I do not believe that location should be considered a reliable ADA solution unless it can be permanently reserved and kept available for accessible parking at all times.

If neither option can be made compliant and operationally safe, the District may need to reconsider how routine public access and daily business are conducted at Station 55 rather than relying on passage through the secure portion of the fire station as the solution.

As we evaluate possible solutions, we may ultimately need to reassess our priorities for how the building is used. If routine public business cannot be conducted on the first floor while simultaneously ensuring safe and compliant access for the public and preserving the security and safety of Fire Department employees, equipment, medications, and operational areas, then we may need to reconsider whether routine public business should be conducted from the first floor of Station 55 at all.

Station 55 was designed and constructed solely as a fire station. It was not originally designed or intended to function as a location for routine public business. That distinction is important because the operational, living, and secure areas of the building were designed around emergency response needs rather than regular public circulation through the facility.

Conclusion

I fully support providing appropriate ADA access to Station 55. My concern is that the current solution addresses accessibility by creating separate security and safety risks.

The preferable solution is one that accomplishes all three objectives simultaneously: provides appropriate accessible parking and entry, protects members of the public from an unnecessarily hazardous route, and preserves the security of the firefighters, controlled medications, equipment, and operational areas within Station 55.

I would be happy to walk the site with KCSD staff and discuss potential alternatives so we can identify a solution that meets the District's accessibility obligations while maintaining the operational and security requirements of the fire station.

Eric Saylor

Fire Chief

From: Stephanie Veniez <Stephanie.Veniez@bbklaw.com>

Sent: Tuesday, October 6, 2026 12:37 AM

To: David Aranda <DAranda@kppcsd.org>

Cc: joshua.nelson@bbklaw.com

Subject: RE: FW: ADA Parking Compliance at PSB

Hi David,

No, his disagreements do not raise any points that require us to reconsider. Specifically:

- The ADA space must be located from the shortest route from where parking is located. Since there is a parking area on the second floor, and none on the first floor, there must be an ADA parking spot near that entrance. No ADA parking spot is required by the first floor entrance.
- Even if the public uses the first floor entrance, the ADA requires an ADA parking space only when there is a designated parking area for the building. Since none currently exists, the District does not have to provide an ADA parking space there.
- The assertion that a “handicap sign” is required is not true. As long as the ADA parking spot is clearly designated, it does not matter what the designation is.
- The fact that a person with a disability may need to make a U-turn does not make the parking space inappropriate.
- His response asserts that the 30-minute parking spot is “not ADA compliant.” First, there is no requirement for that parking space to be ADA compliant. Second, he seems to be confusing “ADA compliant” with “designated as an ADA parking space.” Third, we have no control over that space since it is street parking.
- “The likelihood of a handicap presence” is not the test for whether an ADA parking space is required. The ADA only requires a disabled parking space if there is an existing parking area for non-disabled persons.

I’m happy to discuss any specific questions you have, or any questions you receive from the Board. Thanks!

Stephanie Veniez



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