

Attachment A



City of Carpinteria

Procedure for Fulfilling Requests from the Public for Sign Language or Oral Interpreters, Real-Time Transcription Services, and Documents in Alternate Formats

The City of Carpinteria will, upon request, provide aids and services to assist with effective communication for qualified persons with speech, hearing, or vision disabilities so they have access to and can participate equally in the City's programs, services, and activities.

The City provides various services, to ensure effective communication for persons with disabilities, as follows*:

- Sign Language, oral interpreters, and real-time transcription (computer aided rapid text) can be provided as needed (72 hours, or more, notice is required)
- Documents can be provided in alternate formats (Braille, large print, electronic, etc.) as needed (72 hours, or more, notice is required)
- Assistive listening systems are available in the City Council Chambers
- Audio recording (in MP3 format) of the Architectural Review Board meetings can be made available for review

**the various methods of communication may change from time to time.*

For further information or questions please contact:

Michael Ramirez, ADA Coordinator
City of Carpinteria
5775 Carpinteria Avenue
Carpinteria, CA 93013
805/755-4450
Email: michaelr@carpinteriaca.gov

(update 08/23)