
Site Plan Accessibility

Impacts Checklist

Development Planning Department

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The Accessibility for Ontarians with Disabilities Act, 2005 (AODA) establishes the goal of an accessible Ontario by 2025. This will be achieved through the implementation of mandatory accessibility standards relating to customer service, transportation, information and communications, employment and the built environment. Both public and private sector organizations are required to implement these standards in phases. Accessibility is also regarded as one of the City's strategic initiatives in the City of Vaughan's Strategic Plan, "Vaughan Vision 2020".

The Site Plan Accessibility Impacts Checklist provides the development community and City staff with a proactive and systematic approach to the review of Site Development Applications in order to ensure that the built environment represents barrier-free design that implements the goals and objectives of the AODA (2005), City of Vaughan Accessibility Policy (2012) and City of Vaughan Accessibility Plan (2012). The Site Plan Accessibility Impacts Checklist will be updated regularly in light of any changes to the AODA (2005), Ontario Building Code (Section 3.8), and/or City Official Plan and Zoning By-law provisions. Below is a Site Plan Accessibility Impacts Checklist that covers 7 specific target areas:

1. Parking Areas;
2. Entrance Areas;
3. Walkways and Pedestrian Circulation;
4. Ramps and Stairways;
5. Signage;
6. Lighting; and,
7. Outdoor Furniture.

By asking the Applicant/Owner the questions listed in the Site Plan Accessibility Impacts Checklist, accessibility can be gauged, evaluated, and integrated into each proposal. The checklist will also:

- standardize the review of Site Development Applications with specific criteria that promotes universal design for new developments;
- contribute to providing an equitable, flexible, and intuitive built form; and,
- promote the education and awareness to the development community about the importance and potential economic benefit of constructing safe, accessible, and universally-designed developments.

The City of Vaughan recommends that the Applicant/Owner review the following documents, prior to completing and submitting the Site Plan Accessibility Impacts Checklist with their Site Development Application submission:

- [Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c.11](#)
- [Human Rights Code, R.S.O. 1990, c.H.19](#)
- [Accessibility standards for customer service, O. Reg. 429/07](#)
- [Integrated Accessibility Standards, O. Reg. 191/11](#)
- [Ontarians with Disabilities Act, 2001](#)
- [Reaching a New Standard for Accessibility: York Region's 2011/ 2012 Accessibility Plan](#)
- [City of Vaughan, Accessibility Policy, 2012](#)
- [City of Vaughan, Accessibility Plan, 2012](#)



**Site Plan Accessibility
IMPACTS CHECKLIST**

Note: The Applicant/Owner must fill out ALL information in this document and submit with a Site Development Application.

PART A: GENERAL INFORMATION

Date:	
Agent:	
Applicant/Owner:	
Municipal Address:	
Development Proposal:	

PART B: SITE PLAN ACCESSIBILITY IMPACTS CHECKLIST

The requirements under the Site Plan Accessibility Checklist apply to only the site and exterior of the building. Accessibility requirements for the interior of the building are set out under Section 3.8 of the Ontario Building Code titled “Barrier-free Design”, and is not included in this checklist.

TARGET AREA	CRITERIA	YES	NO	NOT SHOWN	COMMENTS <small>(Briefly indicate how this initiative has been achieved or why it has not been achieved)</small>	Indicate Drawing # where Criteria is Shown
PARKING AREAS	1. Does the proposal comply with the parking requirements for barrier-free parking spaces as stipulated in Sections 2.0 and 3.8(d) of Zoning By-law 1-88 with respect to size and number of spaces?					

TARGET AREA	CRITERIA	YES	NO	NOT SHOWN	COMMENTS (Briefly indicate how this initiative has been achieved or why it has not been achieved)	Indicate Drawing # where Criteria is Shown
PARKING AREAS	2. Are barrier-free parking spaces located on the shortest possible accessible route to the barrier-free entrance?					
	3. Is a curb depression or ramp (minimum width of 1.5 m) to the sidewalk of a main building entrance located in proximity to barrier-free parking spaces?					
	4. Are barrier-free parking spaces designated with vertical sign and pavement markings with the International Symbol of Accessibility?					
	5. Are snow storage and loading areas located away from designated barrier-free parking spaces?					
	6. If a passenger pick-up area is proposed, is the pedestrian walkway a minimum of 1.5 m wide by 6 m long adjacent and parallel to the vehicle pull-up space and accompanied by a ramp or curb depression with a minimum width of 1.5 m?					

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ENTRANCE AREAS	7. Is the passenger pick-up area(s) located as close as possible to the barrier-free entrance?					
	<p>8.</p> <p>a) Where there are one or more stand-alone buildings with more than one main entrance, are a minimum of 50% of all entrances (excluding utility entrances) barrier-free?</p> <p>and/or</p> <p>b) Where there is a multi-unit building proposed, are all main entrances for each tenancy barrier-free?</p> <p>and</p> <p>c) In both a) and b), are the barrier-free spaces evenly distributed across the site to serve the various stand-alone buildings and/or multi-unit buildings/entrances?</p>					

TARGET AREA	CRITERIA	YES	NO	NOT SHOWN	COMMENTS (Briefly indicate how this initiative has been achieved or why it has not been achieved)	Indicate Drawing # where Criteria is Shown
WALKWAYS AND PEDESTRIAN CIRCULATION	9. Are all walkways a minimum width of 1.5 m, designed with a running slope of less than 1:20, and free of all obstructions (e.g. light poles, benches, newspaper boxes, planter boxes) with a minimum clearance height of 2.4 m?					
	10. Is there a continuous, even surfaced walkway around the building(s)?					
	11. Is there a continuous, clear and separate barrier-free network of travel from the street/right-of-way, transit stop, parking area and pick-up area to the barrier-free entrance(s) of the building(s)? (the barrier-free network of travel should be integrated within the pedestrian network.)					
	12. Are walkways within the site visible, accessible, continuous, even-surfaced with curb depressions and slip resistant? (Materials such as brushed concrete are preferred for slip resistance. Where materials such as brick pavers, concrete slabs, or tiles are used, all joints shall be as flush as possible)					

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WALKWAYS AND PEDESTRIAN CIRCULATION	13. Are surface materials such as tactile indicators proposed in locations where a barrier-free access traverses a driveway, stairs, fire route or parking aisle? Tactile indicators include visual (i.e. brightness or tone contrasts) and textural (i.e. changes in material) cues to forewarn pedestrians of a potentially hazardous element.					
RAMPS AND STAIRWAYS	14. Are tactile indicators installed at a stairway or before a steep change in grade (slope of 1:10 or less)?					
	15. Are ramps used for any gradient greater than 1:20 in a path of travel?					
	16. Do ramps with gradients between 1:20 and 1:12 contain handrails on both sides as an aid to mobility?					
	17. Where a ramp exceeds 9 m in length, or where there is an abrupt change in direction, is there a level rest area measuring 1.67 m x 1.67 m? (The minimum width of a ramp shall be 0.9 m between handrails.)					

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RAMPS AND STAIRWAYS	18. Are flights of stairs less than 2 m in height? If stairs exceed this height, is a level landing/resting area no smaller than 1.6 m x 1.6 m incorporated in the stair design?					
SIGNAGE	19. Are all way-finding and warning signs located within the site glare free, easily visible and legible? (i.e. solid or matte background colour with high contrast in brightness between the sign's content and background. Refrain from using complimentary colours which may reduce visibility).					
	20. Is appropriate signage (i.e. auditory/way-finding) used to designate the location of an accessible entrance?					
	21. Are way-finding and warning signs installed with braille and located for easy access and recognition (i.e. tactile indicators on the ground in proximity to the sign) for those with visual impairments?					

TARGET AREA	CRITERIA	YES	NO	NOT SHOWN	COMMENTS (Briefly indicate how this initiative has been achieved or why it has not been achieved)	Indicate Drawing # where Criteria is Shown
LIGHTING	22. Are all portions of barrier-free path of travel, including potential hazardous areas (i.e. changes in elevation, building entrances and parking areas) lit at a minimum of 5 lux?					
	23. Are lighting stands or posts clear from a pedestrian walkway so as to not inhibit a barrier-free path of travel for persons using mobility aids?					
OUTDOOR FURNITURE	24. Is a designated area measuring 1.5 m x 1.5 m available beside a bench for a person using a wheelchair or scooter?					
	25. Are garbage bins operable through a side approach with the opening being a maximum height of 1.2 m?					

PART C: ADMINISTRATION (to be completed by the Vaughan Development Planning Department)

Planner

File Number

File Name