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Item #	<u>4</u>
Report No.	<u>14 (CW)</u>
<u>Council - April 8/14</u>	

DATE: APRIL 3, 2014
TO: HONOURABLE MAYOR AND MEMBERS OF COUNCIL
FROM: JOHN MACKENZIE, COMMISSIONER OF PLANNING
RE: COMMUNICATION
COUNCIL MEETING - APRIL 8, 2014

ITEM #4 - COMMITTEE OF THE WHOLE – MARCH 25, 2014

**ACCESSIBILITY ADVISORY COMMITTEE RECOMMENDATION REGARDING SITE
PLAN ACCESSIBILITY IMPACTS CHECKLIST**

Recommendation

The Commissioner of Planning recommends:

1. THAT the Site Plan Accessibility Impacts Checklist shown as Attachment #1 contained in the Report of the City Clerk, on behalf of the Accessibility Advisory Committee, dated March 25, 2014, be deleted, and replaced with the revised Site Plan Accessibility Impacts Checklist, attached hereto, for approval.

Background

On March 25, 2014, the Committee of the Whole considered Item #4 respecting the Accessibility Advisory Committee's request from its meeting of February 24, 2014, to approve the recommendation of the City Clerk respecting the Site Plan Accessibility Impacts Checklist, and resolved the following:

"That Council approve the Site Plan Accessibility Impacts Checklist as contained in the memorandum from the Director of Development Planning dated November 29, 2013".

The Planning Department received comments regarding the Site Plan Accessibility Impacts Checklist from Regional Councillor Schulte, both verbally at the Committee of the Whole meeting and later in writing on March 26, 2014, requesting clarification regarding the definition of "main entrance" as it relates to barrier-free accessibility. The Planning Department has reviewed the comments and has made minor changes to the Site Plan Accessibility Impacts Checklist, attached hereto. The Building Standards Department and the Chair of the Accessibility Advisory Committee have reviewed the proposed changes, and have indicated that they are satisfied.

Proposed Changes to the Site Plan Accessibility Impacts Checklist

The Planning Department has made the following changes to the Site Plan Accessibility Impacts Checklist (changes are in a bold and strikeout typeset):

Table 1

Target Area	Criteria #	Changes to Criteria
Parking Areas	2	Are barrier-free parking spaces located on the shortest possible accessible route to the barrier-free main building entrance?
Parking Areas	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?
Entrance Areas	7	Is the passenger pick-up area(s) located as close as possible to the barrier-free main entrance?
Walkways and Pedestrian Circulation	10	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 main entrance(s) of the building(s)? (the barrier-free network of travel should be integrated within the pedestrian network.)
Walkways and Pedestrian Circulation	12	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 or textural (i.e. changes in material) cues to forewarn pedestrians of a potentially hazardous element.

The deletion and replacement of reference to "main entrance" with "barrier-free entrance" in criteria 2, 7 and 10 in Table 1 above is required for greater clarity and mitigation of potential conflict with the requirements of a barrier-free entrance in the Ontario Building Code. This change clarifies that not all main entrances will be required to be accessible and that alternate barrier free entrances are permitted by the Ontario Building Code. The passenger pick-up criterion (Criteria #6) has been enhanced to include consideration for a 1.5 m wide ramp or depressed curb to ensure a barrier-free path of travel from a passenger pick-up area. The inclusion of a "transit stop" under Criteria #10 has been added to ensure that the site's pedestrian network includes a barrier-free connection to transit stops that may be in proximity to the site. Finally, the tactile indicators criterion (Criteria #12) has been enhanced to include both visual and textural indicators as opposed to only one type of indicator (i.e. visual or textural).

Conclusion

The Planning Department has made minor revisions to the Site Plan Accessibility Impacts Checklist to provide greater clarity and additional improvements to the five criterion listed above. The Building Standards Department and the Chair of the Accessibility Advisory Committee have reviewed the proposed changes to the Site Plan Accessibility Impacts Checklist and are satisfied with the proposed changes. Accordingly, should Vaughan Council concur, the Site Plan Accessibility Impacts Checklist shown as Attachment #1 contained in the Report of the City Clerk, on behalf of the Accessibility Advisory

Committee, dated March 25, 2014, can be deleted and replaced with the revised Site Plan Accessibility Impacts Checklist, attached hereto, for approval.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'John Mackenzie', with a stylized flourish at the end.

JOHN MACKENZIE
Commissioner of Planning

Attachment: Revised Site Plan Accessibility Impacts Checklist

MA/lg

Copy to: Barbara Cribbett, Interim City Manager
Jeffrey A. Abrams, City Clerk
Mary Reali, Director of Recreation & Culture
Leo Grellette, Director of Building Standards
Grant Uyeyama, Interim Director of Planning, and Director of Development Planning

SITE PLAN ACCESSIBILITY IMPACTS CHECKLIST

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 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 review the following documents, prior to completing and submitting the Site Plan Accessibility Impacts Checklist with their Site Plan 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

(APPLICANT MUST FILL OUT ALL INFORMATION IN THIS DOCUMENT AND SUBMIT WITH THE SITE PLAN APPLICATION)

PART A: GENERAL INFORMATION

Date:	
Agent:	
Owner:	
Municipal Address:	
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 are not included in this checklist.

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	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?					
	2. Are barrier-free parking spaces located on the shortest possible accessible route to the barrier-free main-building entrance?					



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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
	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?					
	7. Is the passenger pick-up area(s) located as close as possible to the barrier-free main entrance?					
ENTRANCE AREAS						

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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
	<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>					
WALKWAYS AND PEDESTRIAN CIRCULATION	<p>8. 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?</p>					



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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
	9. Is there a continuous, even surfaced walkway around the building(s)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	10. 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 main entrance(s) of the building(s)? (the barrier-free network of travel should be integrated within the pedestrian network.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	11. 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 are used, all joints shall be as flush as possible)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	12. 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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

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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
	tone contrasts) and or textural (i.e. changes in material) cues to forewarn pedestrians of a potentially hazardous element.					
RAMPS AND STAIRWAYS	13. Are tactile indicators installed at a stairway or before a steep change in grade (slope of 1:10 or less)?					
	14. Are ramps used for any gradient greater than 1:20 in a path of travel?					
	15. Do ramps with gradients between 1:20 and 1:12 contain handrails on both sides as an aid to mobility?					
	16. 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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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
	17. 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?					
	18. 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).					
SIGNAGE	19. Is appropriate signage (i.e. auditory/way-finding) used to designate the location of an accessible entrance?					
	20. 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?					



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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	21. 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?					
	22. 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?					
	23. Is a designated area measuring 1.5 m x 1.5 m available beside a bench for a person using a wheelchair or scooter?					
OUTDOOR FURNITURE	24. 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 #:

File Name: