



ACCESSIBILITY ADVISORY COMMITTEE

Edmonton

# CHECKLIST FOR ACCESSIBILITY & UNIVERSAL DESIGN

The City of Edmonton Accessibility Advisory Committee (AAC) has created this checklist to promote the concepts of Universal Design. The Barrier-Free Design Guide provides only a minimum standard for accessibility. With an aging population and increased independence and involvement of persons with disabilities in the community, there is a need to exceed minimum standards for accessibility where possible. For example, many scooters today require a 10-foot turning radius instead of the standard five feet. Strollers for children are larger and require more room for maneuverability.

Good design should incorporate principles of Universal Design, offering solutions as to how spaces can be designed and developed to meet the needs of all users.

The following checklist draws attention to several areas where accessibility can be improved by good design. For additional information or alternate formats, please call 311 or email 311@edmonton.ca.

## THE AAC MANDATE:

The Accessibility Advisory Committee provides advice and recommendations to City Council about facilities and other infrastructure, programs, services, activities and policies, for the purpose of improving the City's livability, inclusiveness and accessibility for individuals with disabilities.

## LEGEND

Code (required)

Best Practice









 Physical Access

 Blind or Low Vision Access













 Deaf or Hard of Hearing Access

 Cognitive Limitations Access











# CHECKLIST FOR ACCESSIBILITY & UNIVERSAL DESIGN

1. PARKING AREAS		Y/N	N/A
	1.1 Designated accessible parking spaces located closest to accessible entrance		
	1.2 Barrier-free unobstructed path of travel (minimum width of 1200mm) from parking area to building entrance (clear of snow, garbage cans, sign posts and other obstacles; pathway well lit) not behind vehicles		
	1.3 Curb ramp to sidewalk located between parking spaces		
	1.4 Access aisle painted on pavement between parking spaces		
	1.5 Accessible parking symbol painted on pavement at the entrance of each stall		
	1.6 Vertical accessible mounted sign located near the centre line of each designated stall (minimum 1500mm/60" from ground to mid sign, max 2500mm/98" high)		
	1.7 Number of designated accessible parking spaces per number of parking stalls: 1 accessible stall per 2-10 spaces, 2 per 11-25 spaces, 2 per 26-50 and 4 per 51-100. One additional accessible stall for each additional increment of 100 or part thereof		
	1.8 Passenger loading zones need: an access aisle not less than 1500mm wide/6000mm long adjacent and parallel to the vehicle pull-up space, a curb ramp where there are curbs between the access aisle and the vehicle pull-up space and a clear height of not less than 2750mm at the pull-up space and along the vertical access and egress routes		











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2. ENTRANCES		Y/N	N/A
	2.1 Barrier-free path of travel to entrance		
	2.2 Signage at all non-accessible entrances should clearly indicate location of accessible entrance		
	2.3 Doorway clearance is 800mm/31.5" when the door is in the open 90 degree position (920mm/36" preferred)		
	2.4 Door operating device should not require tight grasping or twisting of the wrist (doors should have lever handles)		
	2.5 The primary entrance is accessible (automatic sliding doors are optimal; power doors with large paddle/push plate is the next best alternative)		
	2.6 If entrance is through doors in a series, leave enough room (1200mm/47" plus the width of the door) for a wheelchair to occupy the vestibule while opening the 2nd door		
	2.7 Automatic door button is 800mm/31.5"-1200mm/47" from the ground and is located 1200mm/47" back from the door. Large well marked opener/button		
	2.8 Level, or beveled doorway threshold (maximum of 13mm/0.5" rise)		
	2.9 Color contrast to identify doorway threshold, frame or entrance. Corridors should be 1100mm/43" (recommend 1800mm/71")		
3. SIGNAGE		Y/N	N/A
	3.1 Facilities and services for persons with disabilities identified with appropriate symbols (e.g. availability of assistive listening devices)		
	3.2 Signage available in symbol form for those with visual processing difficulties or who are unable to read		
	3.3 Signage includes braille as well as large print, high colour contrast tactile lettering that is a mix of caps and lower case letters and be processed to prevent glare.		










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3. SIGNAGE		Y/N	N/A
	3.4 General and way-finding signage consistent in design and easily identifiable		
	3.5 Braille signage mounted at appropriate height (chest level) and location		
	3.6 Signage font in Sans Serif (e.g., Verdana, Arial) for reading ease. Signage should be 1350mm/51" high from floor level and not located on a door (should be 150mm/6" from the door frame). If tactile signage is installed it should be 1200mm from floor level (building directories should be tactile)		
4. STAIRS/ESCALATORS		Y/N	N/A
	4.1 Slip-resistant, tactile finish or strips contrasting in color and texture on all landings, treads edges, and the beginning and end of a ramp		
	4.2 Tactile strips in contrasting color on all stair nosings. Step demarcation in yellow on sides and back of escalator steps		
	4.3 Steps for stairs have a rise between 125mm and 180mm and a run of not less than 280mm (should not be open between steps)		
	4.4 Avoid single isolated steps		
5. ELEVATORS		Y/N	N/A
	5.1 Doors have clear colour contrast from door surroundings		
	5.2 Location of elevators clearly identified at main entrance		
	5.3 Preferred dimension of elevator car to allow for optimal turning radius of 1500x1500mm/60x60" with elevator door at least 910mm/36" wide (one elevator has inside dimensions that will accommodate a stretcher at 2010mm/79" long and 610mm/24" wide)		








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5. ELEVATORS		Y/N	N/A
	5.4 Elevator buttons and emergency controls mounted at accessible height (1045mm/41"-1095mm/43" from ground)		
	5.5 Elevator buttons and emergency controls incorporate large print tactile numbers and Braille mounted in a raised fashion (not flush or recessed)		
	5.6 Braille and tactile numbers placed on both sides of door jams at appropriate height to identify floor level		
	5.7 Visual indicator in elevators to indicate "help on the way" for use in an emergency		
6. RAMPS		Y/N	N/A
	6.1 Ramps are used for any slope steeper than 1 in 20 in a path of travel		
	6.2 Preferred maximum slope is 1 in 16 (1 in 12 in AB building code)		
	6.3 Ramp width minimum 1500mm/60" to allow 2 wheelchairs to pass (or wheelchair and pedestrian, stroller, etc.); 870mm/34" min between handrails. Level landings/resting areas provided at 9m/10yd intervals along ramp		
	6.4 Minimize or avoid tight turns or switch-backs		
	6.5 Strong color contrast and tactile surfacing on all ramp landings and a 15mm/0,6" wide strip in contrasting color and texture at the top of ramp to warn users of a change in elevations		
	6.6 Landings designed to accommodate larger chairs and scooters (able to open door without backing onto ramp). Landings must be min 1200mm/47" long		








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7. HANDRAILS		Y/N	N/A
	7.1 A stairway should have a handrail on at least one side but if it is 1100mm or more wide it shall have handrails on both side and are continuously graspable. Ramps should have handrails on both sides (recommend handrails on both sides of stairwell regardless of width). Handrails should have a diameter not less than 30mm/1.18" or more than 43mm/1.69"		
	7.2 Handrails in contrasting color to wall or surrounding area		
7. HANDRAILS		Y/N	N/A
	7.3 Handrails provided at two heights with unobscured view between. Handrail height should be 865mm/34" and no more than 965m/38"		
	7.4 Handrails extend horizontally beyond last stair and terminate to wall or ground		
8. WASHROOMS		Y/N	N/A
	8.1 Single door entrance is optimal		
	8.2 For washrooms without entrance door, there is only one turn with clear corner so persons who are blind do not become disoriented		
	8.3 Proper signage located outside entrance and cubicle door		
	8.4 Sinks, garbage cans, etc. located around perimeter rather than in the centre of the room		
	8.5 Accessible sink (minimum knee space of 735mm/29") with soap and towel dispenser close to sink at preferred height of 1200mm/47" (to wash and dry hands prior to wheeling); include low mounted or tilt mirror. Include low mounted or tilt mirror 1000mm/39" above floor and insulate any exposed pipes		

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8. WASHROOMS		Y/N	N/A
	<p><b>8.6 ACCESSIBLE CUBICLE:</b></p> <ul style="list-style-type: none"> <li>• minimum 1700mm x 1500mm/70 x 60”</li> <li>• door that swings outward so person in wheelchair can close it independently</li> <li>• equipped with door pull handle, coat hook, grab bars at appropriate height and placement</li> <li>• can be locked from the inside with a large, sliding latch (not thumb-turning)</li> <li>• toilet paper reachable without leaning too far off toilet</li> <li>• accessible toilet height between 400mm-460mm/16”-18”</li> <li>• <b>at least one urinal should have a vertically mounted grab bar installed on each side</b></li> </ul>		
	<p>8.7 Self-contained, unisex/family washroom available, with proper signage provided in an accessible location (allows for any individual requiring assistance to be accompanied by a companion or attendant)</p>		
9. INTERIOR BUILDING ELEMENTS		Y/N	N/A
	<p>9.1 Public and emergency phones mounted at an accessible height with a minimum of 865mm and a maximum of 1370mm above the floor</p>		
	<p>9.2 TTY (built in typewriter) phone for users who are Deaf or hard of hearing (<b>VRS, VRI are options to explore</b>)</p>		
	<p>9.3 At least one drinking fountain at accessible height (610mm/24” from ground preferred) spout located near front, controls either automatic or easily operated, cane detectable. Proper knee space below</p>		
	<p>9.4 One accessible section of counter in all areas that serve the public. A barrier-free counter surface shall not be more than 865mm/34” above the floor</p>		
	<p>9.5 Shelving, coat hooks and light switches at an accessible height</p>		




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9. INTERIOR BUILDING ELEMENTS		Y/N	N/A
	9.6 Space for persons using wheelchairs to sit/park in all public seating areas, including companion seating (without blocking walk through areas)		
	9.7 Level wheelchair seating area (in theatres, lecture halls, sports arenas etc), to also include companion seating and unobstructed views		
	9.8 Glass doors or partitions include a contrasting strip of color across at eye-level		
10. ALARM SYSTEMS/EMERGENCY EXITS		Y/N	N/A
	10.1 All alarm systems to include an audible and visual signal (e.g., flashing light)		
11. FURNITURE		Y/N	N/A
	11.1 Furniture should only be placed outside the main path of travel (inside or outside) and is detectable by someone who uses a cane		
	11.2 There should be good colour contrast between street furniture and background surfaces (generally, grey colours should be avoided as they blend into the general background)		
	11.3 Variety of benches should be provided (some including a back and an arm rest)		

## INCREASED ACCESSIBILITY TRANSLATES INTO AN INCREASED CLIENT BASE

Refer to the **BARRIER-FREE DESIGN GUIDELINES** for details regarding appropriate dimensions. The Barrier-Free Design Guide is available for a fee from the Safety Codes Council by calling **780 413 0099**

**PHONE** 311  
**FAX** (780) 577 3525  
**WEB** [edmonton.ca/accessibility](http://edmonton.ca/accessibility)

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