



ACCESSIBLE COMMUNITY BUILDER CHECKLIST

	<ul style="list-style-type: none"> • Multifamily Residential 	<ul style="list-style-type: none"> • Commercial • Industrial • Institutional 	

NOTE: The City of Parksville has adopted this checklist as an informal guide to assist developers in considering the needs of persons with disabilities. These guidelines do not absolve one from meeting the minimum standards of the BC Building Code but rather provide guidance on steps that may be taken beyond code in order to better accommodate persons with disabilities.

Parking				
1.	Will there be parking that is designated for persons with disabilities?			EXPLANATION
2.	Will 2% (or more) of parking spaces be designated as handicap parking?			
3.	Will designated handicap space be located within 50 metres of an accessible entrance?			
4.	Will handicap parking spaces be located on level surfaces?			
5.	Will handicap parking spaces be located on hard paved surface?			
6.	Will near by sidewalks be easy to access? For example, is there a curb-cut ramp adjacent the designated parking space?			
7.	Will handicap parking spaces have a minimum width of 3.9 metres?			
8.	Will the designated space maintain a vertical clearance of at least 2.4 metres?			
Parking Score Total Number of "Yes"		/8	/8	% =

Access (paths to entrance)				
1.	Will the path from parking or street be a minimum of 920 mm wide?			EXPLANATION
2.	Will the path consist of a hard travel surface?			

3.	Will the path be slip resistant?				
4.	Will the path be barrier free (no steps, stairs or obstructions over 13 mm high)?				
5.	Will the path have a slope of less than 1 unit rise for every 12 units of length?				
6.	Will adequate maneuvering space be provided? (i.e.: 1.5 X 1.5 m turning space)				
7.	Will protection from hazards (both on the ground and above) be provided?				
8.	Will the accessible entrance be obvious and easy to find?				
9.	Will there be more than one entrance that is easily accessible for persons with disabilities?				
Access Score Total Number of "Yes"		/9	/9		% =

Entrance (main entrance or accessible entrance)				
1.	Will the door be a minimum of 812 mm wide?			EXPLANATION
2.	Will the door have large, easy to grasp handle?			
3.	Will the door be easy to open manually?			
4.	Will the door feature an automated opening device?			
5.	If the main entrance will not be accessible, is there an alternative accessible entrance?			
6.	Will the accessible entrance be easy to locate?			
Entrance Score Total Number of "Yes"		/6	/6	% =

General Building Interior				
1.	Will doors be at least 812 mm wide?			EXPLANATION
2.	Will the threshold at doors be less than 13 mm high?			
3.	Will the door be equipped with accessible handles not more than 1219 mm high? (accessible handle should be operable with a closed fist)			
4.	Will the door be easy to open? i.e.: requires less than 21.6 newtons (5 pounds) of force.			
5.	Will the pull side of the door have a clear area of at least 457 mm?			
6.	Will hallways and interior travel routes be at least 914 mm wide?			
7.	If carpet is to be used will it be low-pile, tightly woven and secured?			
8.	If drinking fountains will be present are they accessible and will there be a clear floor space of at least 762 X 1219 mm?			

9.	If public phones are to be available will they be mounted to be at an accessible height (top of phone no higher than 1219 mm)?			
10.	Will the public phone be hearing-aid compatible? Will it have a volume control?			
11.	If there will be four or more public phones in a given location will one of them be text capable?			
12.	If glass doors are to be present, will they include an eye level high contrast visual clue, such as a colour?			
13.	Will all alarm systems include both audio and visual signals (bells and flashing lights)?			
General Building Interior Score Total Number of "Yes"		7	13	% =

Stairs / Escalators		yes <input type="checkbox"/> no <input type="checkbox"/>		
1.	Will stairs feature non-slip surfaces?			EXPLANATION
2.	Will steps feature tactile edges?			
3.	Will steps feature high visibility, high contrast edges?			
4.	Will stairs have continuous railings on both sides, with extensions beyond the top and bottom?			
Stairs / Escalators Score Total Number of "Yes"		4	4	% =

Ramps		yes <input type="checkbox"/> no <input type="checkbox"/>		
1.	Will the ramp have a slope of 1:12 or less? (for every 12 cm along the base the height of the ramp increases 1 cm)			EXPLANATION
2.	Will the ramp have a non-slip surface?			
3.	Will the ramp rise no more than 762 mm between landings?			
4.	Will the unobstructed ramp width be at least 914 mm?			
5.	Will the ramp have a railing? [May also be required by building code]			
Ramp Score Total Number of "Yes"		5	5	% =

Elevators		yes <input type="checkbox"/> no <input type="checkbox"/>			
1.	Will the elevator feature a minimum unobstructed floor space of 750 mm X 1200 mm?			EXPLANATION	
2.	Will access to elevator control buttons be unobstructed?				
3.	Will all elevator control buttons be located at a height between 381 mm to 1219 mm from the floor?				
4.	Will the control buttons feature a tactile indication of floors, such as brail or raised letters?				
5.	Will the elevator feature both visual and audible indication of doors opening and closing?				
6.	Will an emergency intercom be present that is identified by brail and raised letters?				
Elevator Score Total Number of "Yes"		/6	/6	% =	

Public Washroom		yes <input type="checkbox"/> no <input type="checkbox"/>			
Main Washroom				EXPLANATION	
1.	Will there be signs at non-accessible washrooms directing disabled persons to accessible facilities?				
2.	Will the signage identifying the washroom use large icons?				
3.	Will the signage identifying the washroom be readable via touch, such as Braille?				
4.	Will the main door to the washroom be at least 812 mm wide?				
5.	Will the threshold to enter the washroom be less than 13 mm high?				
6.	Will the door be equipped with accessible handles not more than 1219 mm high? (accessible handle should be operable with a closed fist)				
7.	Will the door be easy to open? i.e.: requires less than 21.6 newtons (5 pounds) of force				
8.	Will there be a clear path to all fixtures that is at least 914 mm wide?				
9.	Will sinks be a minimum of 680 mm high, 750 mm wide and 1200 mm deep?				
10.	Will faucets be capable of being operated with a closed fist?				
11.	Will vanity mirrors be mounted with the bottom reflective surface at a height of 1016 mm or less?				
12.	Will there be at least one grab bar or railing on the side wall?				
Washroom Stall					

13.	Will there be at least one accessible stall (or if washroom is single occupant) that is accessible?			
14.	Will there be an unobstructed maneuvering space in front of the accessible washroom or stall of 1524 mm X 1524 mm?			
15.	Will the door to the stall be a minimum of 760 mm wide?			
16.	Will the stall door be operable with a closed fist?			
17.	Will the stall door use a locking mechanism of a lever type that is easy to latch and unlatch? Such that it could be operated by a closed fist?			
18.	Will the stall door be easy to open? i.e.: requires less than 21.6 newtons (5 pounds) of force.			
19.	Will there be at least one grab bar on the side wall nearest to the toilette?			
20.	Will the space inside the stall be at least 1.6 m X 1.5 m?			
21.	Will the toilette have a seat height of between 432 mm – 482 mm?			
22.	Will there be 900 mm of clear space beside the toilette and 760 mm of clear space in front?			
Public Washroom Score Total Number of "Yes"				% = /22

T O T A L S	Parking	%	If category is not applicable enter: N / A
	Access	%	
	Entrance	%	
	General Building Interior	%	
	Stairs / Escalators	%	Disclaimer: Please note that Staff is relying on the information provided by the applicant to complete the accessibility checklist analysis. The City of Parksville does not guarantee that development will occur in this matter.
	Ramps	%	
	Elevator	%	
	Public Washroom	%	

Other things to consider....

General Retail			Clothing Store Fitting Rooms		
1.	Will aisles be a minimum of 1100 mm wide?		1.	Will the fitting room (or rooms) have a minimum space of at least 1.5 m X 1.5 m	
2.	Will benches be provided for patrons to rest on as needed?		2.	Will the fitting room (or rooms) provide grab bars for persons to hold on to?	
3.	Will the lighting be adequate? For example, persons with reduced vision rely on bright and high contrast lighting.		3.	Will the door to the fitting room (or rooms) have a minimum width of 750 mm?	
4.	Will product be displayed at a height that is appropriate for persons using wheelchair or scooters?		4.	Will the fitting room door operate with a closed fist?	
5.	Will product displays be clear from the aisle and entrances so that the passage of persons in wheelchairs or scooters is not impeded?		5.	Will the fitting room door use a locking mechanism of a lever type that is easy to latch and un-latch?	
Total		/5	Total		/6
Auditorium & theater			Restaurant, Café or Dining Room		
1.	Will there be designated seating areas?		1.	Will some of the tables be accessible for persons in wheelchairs? (730 mm high, 680 mm knee clearance, 480 mm deep)	
2.	Will there be seating for a companion beside?		2.	Will menus be offered in a large font (14 point or larger) or will they be available in Braille?	
3.	Will there be clear sight lines / viewing corridors?		Total		/2
4.	Will headphones be available for the hard of hearing?		Total		/4

Other accessible features?