

Accessibility Advisory Committee

Report

10th Meeting of the Accessibility Advisory Committee
November 29, 2018
Committee Room #4

Attendance PRESENT: J. Madden (Chair), M. Cairns, M. Dawthorne, A. Forrest, N. Judges, J. Menard and P. Moore and J. Bunn (Secretary)

ABSENT: L. Chappell, J. Higgins, F. Simmons and P. Quesnel

ALSO PRESENT: D. Baxter, G. Bridges, V. Kinsley, K. Koltun, A. Macpherson, J. Michaud, M. Stone and R. Wilcox

The meeting was called to order at 3:00 PM.

1. Call to Order

1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

2. Scheduled Items

2.1 Community Diversity and Inclusion Strategy (CDIS) Update

That it BE NOTED that the following items were received with respect to the Community Diversity and Inclusion Strategy (CDIS):

- a verbal delegation from R. Wilcox, Director, Community and Economic Innovation, and S. Lewkowitz;
- Municipal Council resolution letter from its meeting held on October 16, 2018; and,
- a staff report dated October 10, 2018, from R. Wilcox, Director, Community and Economic Innovation.

2.2 Facility Accessibility Design Standards/Corporate Accessibility Design

That it BE NOTED that the attached presentation from M. Stone, Supervisor I, Policy Development, with respect to Facility Accessibility Design Standards (FADS)/City of London Accessible Design Standards (CADS), was received.

2.3 Autism Spectrum Disorder

That it BE NOTED that a verbal delegation from D. Baxter, Manager, Policy and Planning Support, with respect to what programs and accommodations are in place in City of London facilities to assist individuals with Autism Spectrum Disorder, was received.

3. Consent

3.1 9th Report of the Accessibility Advisory Committee

That it BE NOTED that the 9th Report of the Accessibility Advisory Committee, from its meeting held on October 25, 2018, was received.

- 3.2 Municipal Council Resolution - Recruitment and Appointment of Advisory Committee Members for the Up-Coming Term
- That it BE NOTED that the Municipal Council resolution from its meeting held on November 20, 2018, with respect to the recruitment and appointment of Advisory Committee members for the up-coming term, was received.
- 3.3 Municipal Council Resolution - 9th Report of the Accessibility Advisory Committee
- That part c) of the Municipal Council resolution letter, from its meeting held on November 20, 2018, with respect to the 9th Report of the Accessibility Advisory Committee, BE REFERRED to the Education and Awareness Sub-Committee for review; it being noted that the remainder of the above-noted resolution letter was received.
- 3.4 Notice of Public Information Centre No.1 - Adelaide Street North Municipal Class Environmental Assessment Study
- That it BE NOTED that the Notice of Public Information Centre No. 1, from H. Huotari, Parsons Inc. and M. Davenport, City of London, with respect to the Adelaide Street North Municipal Class Environmental Assessment Study, was received.
- 3.5 ReThink Zoning Draft Terms of Reference
- That the Memo dated October 31, 2018, from J. Adema, Planner II, with respect to the ReThink Zoning Draft Terms of Reference, BE REFERRED to the Policy Sub-Committee for a review.
- 3.6 Letter of Resignation - K. Ramer
- That it BE NOTED that the letter of resignation from the Accessibility Advisory Committee, dated November 12, 2018, from K. Ramer, was received.
- 3.7 Letter of Resignation - K. Schmidt
- That it BE NOTED that the letter of resignation from the Accessibility Advisory Committee from K. Schmidt, was received.
- 3.8 Annual Accessibility Report 2017 – Multi-Year Accessibility Plan
- That it BE NOTED that the City of London 2013-2017 Multi-Year Accessibility Plan Annual Status Update Report 2017, was received.
- 3.9 London Community Gardens Program Strategic Plan and Accessibility Update
- That it BE NOTED that the staff report dated November 13, 2018, from L. Livingstone, Managing Director, Neighbourhood, Children and Fire Services, with respect to the London Community Gardens Program Strategic Plan and Accessibility Update, was received.

4. Sub-Committees and Working Groups

4.1 (ADDED) Education and Awareness Sub-Committee Report

That it BE NOTED that the Education and Awareness Sub-Committee Report, from its meeting held on November 20, 2018, was received.

5. Items for Discussion

5.1 Accessible Election Plan Update November 2018

That the Accessible Election Plan Update, dated November 21, 2018, with respect to the City of London 2018 Municipal Election, BE REFERRED to the Policy Sub-Committee for review.

5.2 Council Signage

That it BE NOTED that the mock-up document of the new accessible signage for the Council Chambers at City Hall, submitted by M. Stone, Supervisor I, Policy Development, was received.

5.3 2018-2021 Multi-Year Accessibility Plan

That the 2018-2021 Multi-Year Accessible Plan document, that was distributed to the Accessibility Advisory Committee members separately, BE REFERRED to the Policy Sub-Committee for review.

5.4 Next Meeting Date

That it BE NOTED that the next meeting of the Accessibility Advisory Committee will be held on January 24, 2018.

6. Deferred Matters/Additional Business

6.1 Deferred Matters List

That it BE NOTED that the revised attached Accessibility Advisory Committee Deferred Matters List, was received.

6.2 (ADDED) Letter Regarding the Advisory Committee Review

That the matter of a communication with respect to the review of the Advisory Committees to be sent to the Deputy City Clerk BE REFERRED to the Policy Sub-Committee for review.

7. Adjournment

The meeting adjourned at 4:55 PM.



Update: Facilities Accessibility Design Standards & CADS




Melanie Stone
Human Resources & Corporate Services



2019 Revisions

- To modernize the current FADS document and make it user friendly.
- Facilities has retained SPH Planning and Consulting Ltd to give a fresh pair of eyes to our current FADS document. SPH has worked with cities like Oakville and Ottawa generating Accessibility documents for each municipality.
- SPH is to review the City of London's current FADS requirements and integrate existing information with their baseline document "the City of Ottawa 2015". Many updated AODA requirements, OBC amendments and GAATES requirements will be incorporated as part of the new document.
- The document will be presented in draft form in Q1 of 2019




Layout Changes

2007 FADS Document

- Original document included rationale behind each item
- Wordy
- Information became buried

2019 FADS Document

- Removes the rationale part
- Point form presentation
- Clearer to find information
- Updated Format
- Added an Appendices for quick and easy reference
- Checklist to be limited to items that exceed OBC requirements only



Layout Changes

• 2007 FADS Document

CITY OF LONDON - 2007 FACILITY ACCESSIBILITY DESIGN STANDARDS

2.0 GLOSSARY AND DEFINITIONS

Detectable warning surfaces: A standardized surface feature built into or applied to walking surfaces or other elements to warn persons with a visual impairment of hazards on a circulation path.

Disability: Any restriction or lack of ability to perform an activity in the manner or within the range considered normal for a human being.

Egress, Means of: A continuous and unobstructed way of exit travel from any point in a facility to a public way. A means of egress comprises vertical and horizontal travel and may include intervening room spaces, doorways, hallways, corridors, passageways, balconies, ramps, stairs, enclosures, lobbies, horizontal exits, courts and yards. An accessible means of egress is one that complies with this standard and does not include stairs, steps or escalators. Areas of rescue assistance, protected lobbies or protected elevators may be included as part of an accessible means of egress.

Elevator: An architectural or mechanical component of a building, facility, space or site (e.g., telephone, curb ramp, door, drinking fountain, seating or water closet).

Entrance: Any access point into a building or facility used for the purposes of entering. An entrance includes the approach walk, the vertical access leading to the entrance platform, the entrance platform itself, vestibules (if provided), the entry door(s) or gate(s), and the hardware of the entry door(s) or gate(s).

Facility or Facilities: All or any portion of buildings, structures, site improvements, complexes, equipment, roads, walks, passageways, parks, parking lots or other real or personal property located on a site.

Ground floor: Any accessible floor less than one storey above or below grade with direct access to grade. A facility always has at least one ground floor and may have more than one ground floor, as where a side-level entrance has been provided or where a facility is built into a hillside.

Guard: A safety railing used as a barrier to prevent encroachment or accidental falling from heights.

Handrail: A component which is normally grasped by hand for support at stairways and other places where needed for the safety of pedestrians.

Heritage Facility: A facility or portions thereof designated under the Ontario Heritage Act, or identified in the inventory of heritage resources for the City of London. (See Public Heritage Facility)

Impairment: Any loss or abnormality of psychological, physiological or anatomical structure or function.

Mosaic or Mosaic floor: That portion of a storey which is an intermediate floor level, placed within the storey and having occupable space above and below its floor.

Marked crossing: A crosswalk or other identified path intended for pedestrian use in crossing a vehicular way.

Occupable: A room or enclosed space designed for human occupancy in which individuals congregate for amusement, educational or similar purposes, or in which occupants are engaged at labor, and which is equipped with means of egress, light and ventilation.

Open space: Large-scale tracts of land without visible evidence of residential, commercial or industrial development. These areas may be privately or publicly owned and are generally left in a natural state and not programmed for active recreation. The benefits of open lands typically extend beyond the immediate area and usually provide community-wide benefits.

Running slope: The slope that is parallel to the direction of travel. (See Cross slope)

Operable portion: A part of a piece of equipment or appliance used to insert or withdraw objects, or to activate, deactivate, or adjust the equipment or appliance (for example, coin slot, push button, handle).

Park: Land that is privately or publicly held that has been developed for multiple recreational and leisure-time uses. This land benefits the entire community and balances the demands of the public for outdoor recreational facilities and other amenities, such as pathways, picnic areas, playgrounds, water features, spaces for free play and leisure.

Power-assisted door: A door used for human passage that has a mechanism that helps to open the door or relieves the opening resistance of a door, upon the activation of a switch or a continued force applied to the door itself.

Private open space: Privately owned land areas within a subdivision, generally smaller in scale than open space, which have been left free from structures, parking lots and roads. These types of areas generally benefit only the residents or employees of the particular subdivision and usually remain in private ownership.

Public Heritage Facility: A facility or portions thereof designated under the Ontario Heritage Act, or identified in the inventory of heritage resources for the City of London and that is open and accessible to the public. (See Heritage Facility)

Public use: Describes interior or exterior rooms or spaces that are made available to the general public. Public use may be provided at a facility that is privately or publicly owned.

Ramp: A walking surface which has a running slope greater than 1:125.

Retrofit: See Alteration.

• 2019 FADS Document

7.1 Glossary

Term	Definition
Deaf	A term to describe people with a severe to profound hearing loss (0% to 20% hearing, with time or no residual hearing). Lowercase deaf is used when referring to the medical/audiological condition of hearing little or no hearing, while uppercase Deaf refers to individuals who identify themselves as deaf and share a culture and community, not just a medical condition.
Deafened	A term used to describe individuals who grow up hearing or hard of hearing and suddenly, or gradually, experience a profound loss of hearing. Late-deafened adults usually cannot understand speech without visual cues such as print interpretation (e.g., computerized note taking), speech reading or sign language.
Detectable warning surfaces	A standardized surface feature built into or applied to walking surfaces or other elements to warn persons with a visual impairment of hazards on a circulation path.
Disability	Describes a functional limitation or actual restriction caused by an impairment. Common types include: sensory (e.g., vision or hearing), mobility, physical, cognitive, learning or mental health disabilities. Refer to the Ontario Human Rights Code for a detailed definition of disabilities.
Door Closer	A device or assembly used to open or close a door automatically.
Door Latch	The vertical component of a door frame.
Dressing Room	Room or waiting room locker rooms that are not for the general public, but dedicated to the group using the playing area (e.g., hockey arena, soccer field or basketball court). Generally contain showers, benches and lockers amenities.
Egress (Means of)	Means of egress refers to a continuous path of travel provided for the escape of persons from any point in a building leading to a point of safety (e.g., a separate building or an exterior open space protected from fire exposure), including exits and exit routes.
Elevator	An architectural or mechanical component of a building, facility, space or site (e.g., telephone, curb ramp, door, drinking fountain, seating or water closet).
Elevator Lobby	The waiting area in front of an elevator.
Entrance	An access point into a building or portion of a building or facility used for the purpose of entering. An entrance includes the approach, the vertical access leading to the entrance platform, the entrance door, landing area, vestibules (if provided), the entry door or gate, and the hardware of the entry door or gate. The principal or main entrance of a building or facility is the door through which most people typically enter (e.g., highest level of use).
Exit	The part of a means of egress, including doorways, that leads from the floor area it serves to a separate building, an open public thoroughfare, or an exterior open space protected from fire exposure from the building and having access to an open public thoroughfare.
Facility	All or any portion of buildings, structures, elements, improvements, equipment and pedestrian or vehicular routes located on a site or in a public right-of-way, where specific programs or services are provided or activities performed.
Fire Safety	A general term typically relating to the ability of a building or site to resist, suppress or control the onset and spread of fire and the protection of building occupants.
Fire Safety Plan	An operational plan that provides information, directions, strategies and recommendations for the safe evacuation of users during fire emergencies.
Floor Surface	Refers to a surface that does not deform under the vertical forces exerted by permitted users. Reference ASTM F 1253 standard.
Flare Tides	A sloped surface that flanks a curb ramp and provides a graded transition between the ramp and the sidewalk. Flares bridge differences in elevation and are intended to prevent ambulatory pedestrians from tripping. Flares are not considered part of the accessible route.
FM Assistive Listening System	FM assistive listening systems are variations on the commercial FM radio. Radio signals are broadcast by an FM transmitter that is piggybacked on the sound system used in the facility. These signals are received by individual "radios" which are small pocket size receivers tuned to the specific frequency used in the transmission.
Foot Candle (FC)	Refers to measurements of the visible light intensity on a surface, a distance from the light source. One foot-candle is equivalent to the illumination produced by one candle (an optical standard reference) at a distance of 305 mm (one foot). One foot-candle equals approximately ten lux. Foot-candle is the imperial measure. Refer to Lux.
Forward Approach	Where a person will make use of a service counter, drinking fountain, or any other usable element of the built environment, by positioning their body or mobility aid directly in front of and facing the element.

2.0 GLOSSARY AND DEFINITIONS



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4.2 WASHROOM FACILITIES

4.2.7 INDIVIDUAL WASHROOMS

RATIONALE	APPLICATION	DESIGN REQUIREMENTS
<p>The provision of a separate individual washroom is advantageous in a number of instances. For an individual using a wheelchair, the extra space provided with a separate washroom is preferred to an accessible stall. Should an individual require an attendant to assist them in the washroom then the complication of a woman entering a men's washroom or vice versa is avoided. This same scenario would apply to a parent with a young child of a different gender.</p> <p>In the event of an accident or fall by a single individual in this form of washroom, an emergency call switch and a means of unlocking the door from the outside are important safety features.</p>	<p>Accessible individual washrooms shall comply with this section.</p> <p>At least one individual washroom, in addition to any accessible public use or common use toilets, shall be provided:</p> <ul style="list-style-type: none"> in all public buildings; and on every floor level in assembly buildings where the floor incorporates common or public use washroom facilities containing four or more toilet and/or urinal fixtures. <p>If individual washrooms are not visible from the public use or common use toilets, directional signage complying with 4.4.7 shall be provided.</p>	<p>Accessible individual washrooms shall be:</p> <ul style="list-style-type: none"> on an accessible route in compliance with 4.1.4; identified with signage in compliance with applicable provisions of 4.4.7; designed to permit a wheelchair to turn within an open space that has a diameter of not less than 2440 mm (80 in.). In a retrofit situation where providing the required turning space is technically infeasible, the turning space may be reduced to not less than 2130 mm (69 in.); provided with a sanitary conforming to 4.2.4; equipped with a toilet fixture

Figure 4.2.7.1 Individual Washroom

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6.8 Change Rooms

6.8.4 Universal Change Rooms or Stalls

Best Practice
A 2500 mm turning diameter inside universal change rooms or stalls is recommended, where space is available.

- identify clearly with signage (e.g., International Symbol of Accessibility);
- provide a clear turning diameter of 1675 mm (minimum) inside of the change room or stall (Figure 97a);
- ensure floor surface is firm, level and slip-resistant;
- provide an entrance door or stall door with:
 - a clear width of 860 mm (minimum), when door is in an open position;
 - a locking mechanism that can be locked from the inside and released from the outside, in case of emergency;
 - spring hinges or gravity hinges in the case of a stall door, so that door closes automatically, where the door swings outwardly; and
 - a power door operator, where an entrance door is required for a private universal change room;
- provide a change bench 1830 mm long by 760 mm wide, mounted with top surface between 480 and 520 mm high;
- provide grab bars with specifications identified in Section 4.5.7 Grab Bars:
 - install one L-shaped grab bar at the end of the bench, with the vertical component, 150 mm (minimum) from front edge of seat and clearance of 150 mm (minimum) above the bench seat (Figure 97b);
 - install one horizontal grab bar, 1200 mm (minimum) long, mounted 750 to 850 mm high and centered on the long side of the bench;
 - provide motion sensor for automatic illumination of the interior, and lighting in accordance with section 5.7 Lighting requirements, as applicable; and
 - include a full length mirror;

Figure 97a: Universal Change Room or Stall - Plan View

Figure 97b: Grab Bar Dimensions



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4.1 ACCESS AND CIRCULATION

4.1.14 ELEVATORS

to comply with wheelchair viewing position line-of-sight and dispersion requirements of 5.4.2;

to provide access to incidental occupied spaces and rooms that are not open to the general public and which house no more than five persons, including, but not limited to, equipment control rooms and projection booths; and

to provide access to raised judges benches, clerk's stations, speakers' platforms, jury boxes and witness stands or to depressed areas, such as the well of a court.

DESIGN REQUIREMENTS

Accessible elevators shall be on an accessible route in compliance with 4.1.4.

Accessible elevators shall be identified by signage in compliance with applicable provisions of 4.4.7.

Elevators shall be automatic and be provided with a two-way automatic-leveling device to maintain the floor level to a 13 mm (1/2 in.).

Power-operated horizontally sliding car and landing doors opened and closed by automatic means shall be provided.

The clear width for elevator doors shall be minimum 900 mm (37-1/2 in.). In a retrofit situation where it is technically infeasible to provide a clear width of 900 mm (37-1/2 in.), the clear elevator door width may be reduced to 900 mm (35 in.).

Doors shall be provided with a door re-opening device that will function to stop and reopen the car door and an adjacent hoist way door to minimum 900 mm (37-1/2 in.), in the event the car door is obstructed while closing. This re-opening device shall also be capable of sensing an object or person in the path of a closing door at a nominal 125 ± 25 mm (5 ± 1 in.) and 725 ± 25 mm (29 ± 1 in.) above the floor without requiring contact for activation.

Elevator doors should remain fully open for minimum 8 seconds. This time may be reduced by operation of the door-close button.

The minimum distance between the walls or between wall and door shall be:

Figure 4.1.14.3 Elevator Entry

4.0 DESIGN STANDARDS

2019 FADS Document

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5.7 Lighting

Best Practice
Avoid the use of light fixtures with multiple pinpoints of high intensity illumination. They may add an unnecessary source of glare and leave an after image on the retina of people with vision loss.

Do not use high gloss finishes at any times.

Note
Monolithic floor surfaces, such as stone, granite, marble or terrazzo in a matte or honed finish, minimize any potential for reflected glare. High intensity light sources such as quartz, halogen or other pinpoint sources (e.g., chandeliers) can produce reflected points of glare on shiny surfaces.

5.7.4 Additional Considerations: Issues Related to Glare

- select lighting sources, materials and finishes that do not reflect glare, including implementing strategies to control natural lighting sources wherever possible;
- ensure floor surface finishes such as vinyl, terrazzo and ceramic tile, mosaics or other materials have a matte or satin finish;
- provide matte or satin wall finishes (e.g., paint, vinyl coverings, stone, marble, wood, plastic or laminate) to prevent and minimize glare;
- provide curtains, blinds, screens or other strategies to shield bright, natural lighting sources, especially where direct sunlight may cause glare;
- select light fixtures that prevent or minimize any potential for direct glare (e.g., with diffusers, lenses, or recessed light sources); and
- where surface mounted fluorescent ceiling lights are used (e.g., in corridors), it is generally recommended that they have darkened sides (e.g., wrap-around lenses are not recommended) and that they are positioned at right angles to the path of travel.

Sample of floor surface and elevator door finishes that minimize glare.



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FADS CHECKLIST APPENDIX B

CITY OF LONDON FACILITY ACCESSIBILITY DESIGN STANDARDS Environmental & Engineering Services Department Facilities Design & Construction Division

DESIGN DEVELOPMENT AND ASSESSMENT CHECKLIST

Date: _____ Check One for Each Category Comments

Facility Name: _____

Facility Address: _____ Design Development

FADS Client Group: _____ Facility Assessment

Client Contact: _____ New Construction

Project Description: _____ Renovation

The Facility Accessibility Design Standards (FADS) document is a mandatory design and applicable to the design and construction of new facilities, as well as the retrofit, alteration or addition to existing facilities owned, leased or operated by the City of London. The Design Development and Assessment Checklist has been created to assist staff, designers and contracted consultants with the application of FADS and ensure each element has been applied to each project and its document elements of a project which may have been previously visible to implement. In a retrofit situation where a design element has little likelihood of being accomplished due to structural conditions or other existing physical or site constraints prohibit modification, the TECHNICALLY NOT FEASIBLE ELEMENT form shall be completed and signed by the Facilities Design and Construction Division Manager and maintained in the project file. This Checklist is a reference tool only and must be used in conjunction with the FADS document. It does NOT include all requirements or exceptions applicable to each design element. Staff, and the project consultant where applicable, shall complete this checklist during the design phase of each project. Checklists are to be signed by the appropriate manager and maintained in the project file.

Revision Reference Design Requirement Description Comments Y N N/A

SITE DESIGN CHARACTERISTICS

4.1.2 Table 4.1.2 Grade level change, 1/4" max, 1:2 slope or design as ramp

4.1.2 Figure 4.1.2.2 Grids and Gratings, 1/2" max wide openings in direction of travel

4.1.3 4.1.3.3 Protruding Overhead Objects, 82 3/4" headroom clearance

4.1.4 DESIGN REQ. Exterior Accessible Route, 48" min, slope, passing space, edge protection, lighting

4.1.5 APPLICATION Entrances used by staff and the public shall be accessible, signage required

4.1.9 4.1.9.1 Ramps, 1:20 max slope, 96"OC landing top & bottom & 65 3/4" max 20' 0" span

4.1.9 4.1.9.2, 4.1.9.3 Ramps, width 48" min, 37 1/2"-43 1/4" between handrails & 11 3/4" extensions

4.1.9 4.1.9.4 Ramps, edge protection, guards

4.1.10 DESIGN REQ. Curb Ramps, running slope 1:50-1:20 (2-5%), cross fall at gutter/road surface 1:20

4.1.10 DESIGN REQ. Detectable warning surface, min 23 3/4" x width w/ truncated domes, gap at curb

4.3.12 4.3.12.1 Accessible Parking Space, 8' 10" x 12' 6" - 8' 10" x 12' 6"

4.3.12 4.3.12.1 Limited Mobility / Congestion Parking Space, 10' x 11' 6"

4.3.12 Table 4.3.12 # of BF & LM Spaces Required? # of each Provided in Comments

4.3.12 4.3.12.3 Enforceable Parking Signage, mounted 47" 90" above ground, edge protection

4.3.12 DESIGN REQ. Pavement markings, directional signage along route leading to designated spaces

4.3.13 4.3.13.2 Passenger Loading Zone, Adjacent access area 27' x 11' min

4.3.13 4.3.13.1 Passenger Loading Zone, Space 8' 10" x 16' 6" x 16' 6", Vertical clearance min. 11'

4.3.14 DESIGN REQ. 3/4" Curbside-to-curb cut at driveway & grade changes next to pedestrian walks

4.3.14 DESIGN REQ. 36" clearance required from shrubs with thorns to pathways & seating areas

4.3.15 APPLICATION Benches to be accessible (except those in unpaired picnic or park areas)

4.3.15 DESIGN REQ. Benches, seat 17 3/4"-19 5/8", armback min, adjacent level area 30"x54"

4.3.16 APPLICATION Picnic Tables, 10' x 16' min, to be accessible in each cluster

4.3.16 4.3.16.1.4.3.16.2 Picnic Tables, knee space 17" D x 20" W, top 20"-34" H, level surface 18 3/4" x 48"

4.3.17 APPLICATION Street Furniture, Waste receptacles, light standards, signs, planters, wall fountains

4.3.17 APPLICATION Street Furniture shall not to reduce required width of routes, be cane-detectable

4.4.8 APPLICATION Detectable Warning Surfaces, Exterior walkways, curb ramps, stairs, platforms

4.4.11 DESIGN REQ. Exterior Lighting, entrances 100lux, sidewalks, parking, passenger drop-off 50lux

APPENDICES 99

2019 FADS Document

Exterior Maintenance Checklist

7.4

Application

The following checklist is designed for use by City Staff for conducting regular reviews of maintenance issues that may impact on accessibility.

Exterior Maintenance Checklist

A regular maintenance schedule should be identified by the City (e.g., daily, weekly, monthly etc.), based on departmental responsibilities.

1. Signage (Ref. Section 4.4 Signage and Marking) This section does not apply

Item	Requirements	Compliance	Accessibility Issues	Location Reference
1	Are site and facility signage (e.g., facility name and street address) clearly visible from the street and sidewalk and kept free of obstructions?	<input type="checkbox"/>	<input type="checkbox"/>	
2	Where provided, is signage (e.g., directional, identification signage) throughout exterior maintained and clearly visible?	<input type="checkbox"/>	<input type="checkbox"/>	
3	Is signage properly illuminated to ensure legibility?	<input type="checkbox"/>	<input type="checkbox"/>	
4	Is signage provided to identify amenities (e.g., public telephone) and is it clearly visible?	<input type="checkbox"/>	<input type="checkbox"/>	

2. Accessible Parking Spaces and Passenger Loading Zones (Ref. Section 4.3 Parking and 4.3.2 Passenger Loading Zones) This section does not apply

Item	Requirements	Compliance	Accessibility Issues	Location Reference
5	Is the proper use of designated accessible parking spaces by drivers with disabilities (e.g., with valid permits displayed/enforced)?	<input type="checkbox"/>	<input type="checkbox"/>	
6	Are parking spaces, including access aisles, kept clear of obstacles and other obstructions (e.g., garbage, gravel / grit, snow and ice)?	<input type="checkbox"/>	<input type="checkbox"/>	
7	Is the parking surface in good condition (e.g., free of debris/potholes such as cracks, heaving, uneven surfaces, potholes)?	<input type="checkbox"/>	<input type="checkbox"/>	
8	Are pavement markings provided at parking spaces legible?	<input type="checkbox"/>	<input type="checkbox"/>	



We had proposed

- CADS – A website for City of London Accessible Design Standards
- Based on other City's best practices and the awareness that FADS is most commonly accessed online, we felt a website was the best way to share our many accessible standards.
- We would continue to update each standard, including FADS but each document and standard would remain separate for ease of access and timely update by each Service Area.



ACCAC feedback

- ACCAC's advice was to expand the existing FADS document to include 'outdoor spaces' such as; community gardens, exterior paths of travel (sidewalks, exterior stairs etc..), intersections and audible pedestrian signals, parking, pathways and trails, playgrounds, etc...
- The intent would be to expand the scope of FADS to include these topics in the same detail as the existing document and to combine with FADS standards

9



Working Group

- Based on this request, a working group of City stakeholders across Service Areas have come together to review the feedback received by the ACCAC and options for a resolution.
- However following key issues were found in combining all requests into one document.
- Intensive staff resources
- Extremely lengthy document (over 1000 pages)
- Difficult to update regularly across all Service Areas
- Difficult to find specific information

10



Best Practices

- City of Hamilton (Website with FADS 2006, OBC & AODA)
- City of Windsor (Website with FADS 2006, OBC & AODA)
- City of Mississauga (Website with 2015 FADS, OBC link and AODA link)
- City of Ottawa (website with 2015 FADS (including AODA updates) links to OBC up to date information and AODA Links)
- City of Kingston (2009 FADS, link to OBC up to date information and AODA links)
- City of Brantford (2009 FADS document on site, municipal program & Policy information)
- City of Brampton (Living Document in the form of a Municipal Accessibility Plan, Accessible Parking plan & reporting link, AODA Link)
- City of Guelph (2015 FADS) Updated to include AODA components like outdoor picnic areas
- City of Markham (2017 FADS) updated to a more accessible standard with improved accessibility features but some removed as OBC replaced some standards.


11



Goal

- To ensure that all accessible standards are located easily in one place
- To promote accessible standards across London
- To eliminate duplication of efforts and repetition of information
- To remain a leader in accessibility and accessible communities
- To improve FADS and bring it up to date
- To continue improving all of our accessible standards in a timely way

12



Compromise

Improve the scope of FADS

+

→

New CADS Website

Ensure all accessible guidelines are easily available in one location

13



Proposed Website

Access London

Home / City Hall / Accessibility



City of London Accessible Design Standards (CADS)

The City of London is dedicated to fostering an inclusive and accessible community for all. On this page you will find links to all accessible design guidelines used by the City of London. From accessible bookshelves to accessible parks, we have compiled the links to legislative and legal guidelines as well as the City of London's own best practice guidelines below.

For more information about these guides or to access a City of London design guideline in an accessible or alternate format, please contact accessibility@london.ca

How Do I...

- ▶ [Request a design standard or guide in an accessible or alternate format?](#)
- ▶ [Find a guide that is not available here?](#)

14



– Facilities Accessible Design Standard

- The City of London has been a leader in accessibility since the implementation of the first FADS document in 2001. Originally introduced in 2001, our standards reflect extensive research on accessible, barrier-free environments that included consultation with organizations such as Canadian Hearing Society, Canadian National Institute for the Blind, Community Living London, Learning Disabilities Association, Ontario March of Dimes and Thames Valley Children's Centre.
- Going beyond existing accessibility regulations, standards and guidelines, FADS incorporates the principles of "universal design" that benefit people of all ages and abilities. This approach continues to earn London praise as being on the leading edge in building an accessible community.
- Implementation of the City of London's Facility Accessibility Design Standards will make newly constructed and/or renovated facilities accessible to people of all ranges of physical and sensory ability.
- Here is a link to the [most recent version of the FADS document](#).
- For information about FADS and about design standards for City of London facilities, please find more information [here](#), or contact 519-661-2500 Ext. 5797

– Indoor and Outdoor Event Design Standards

- The City of London's Accessibility Advisory Committee (ACCAC) prepared both indoor and outdoor event design standards to help you improve access to all events hosted in our community.
- [The Outdoor Event Design Standard](#)
- [The Indoor Event Design Standard](#)
- There are many ways to improve the safety and accessibility of outdoor events. For more information about accessibility please contact: accessibility@london.ca

– Accessible Parks, Playgrounds & Community Gardens

- The City of London is committed to removing and preventing barriers for people with disabilities by meeting and in some cases exceeding AODA requirements when designing or upgrading parks and public spaces. Below you will find links to our accessible parks guidelines and accessible playground details.
- [City of London's Accessible Park Guidelines](#)



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- [City of London's Accessible Park Guidelines](#)
- [Accessible Playground Details](#)
- [Details about Accessible Community Garden beds](#)

For more information please contact:

City of London Recreation
Customer Service
Phone: 519-661-5575
e-mail: recreation@london.ca

– Accessible Parking Guidelines and Enforcement

- The City of London's Accessible Parking regulations are linked [here](#).
- The City of London is distributing official accessible parking signs with guidelines to businesses and residential properties for the Accessibility Signage and Awareness Campaign. Find more information [here](#).

For more information, please contact:
City of London Parking
Phone: 519-661-4537
Fax: 519-661-2413
e-mail: parkingenforcement@london.ca

– Illustrated Technical Guide to the Accessibility Standard of Public Spaces

- The City of London uses the Global Alliance on Accessible Technologies & Environments Guide located [here](#). This guide offers detailed descriptions of accessible design for public spaces and includes standards for public queuing, Accessible pedestrian signals, exterior paths of travel, recreational trails and more.
- For more information, please contact:

Planning Division
Phone: 519-661-4980
Fax: 519-963-1483
e-mail: planning@london.ca

– Legislative Requirements



Questions

- Do you have any advice or input on the website or how we can use it to ensure implementation of accessible standards?
- What would you be looking for in a website like this?
- mstone@london.ca
- I am happy to present this website in more detail at the next policy subcommittee meeting to get comprehensive feedback and ensure everyone has a chance to give input.

ACCAC Deferred Matters List			
	Subject	Request Date	Requested/Expected Reply Date
			Person Responsible
			Status
	Site Plan Checklist update	Passed at CPSC Mar. 18; Updated ACCAC Oct 18	Review at sub-committee annually; next update Sept 2019
Sept. 2018 Item 3.2	Outdoor Event guide	CPSC referred back to staff at Aug 2018 meeting	Early 2019 (prior to outdoor event season)
Sept. 2018 Item 3.2	Parks and Rec Master Plan	Provided feedback at BE subcommittee	Present master plan to ACCAC when completed
	Community Gardens	Ongoing since 2015; Updated ACCAC July 2018	
	Open House Action Items: Paratransit, employment, infrastructure	CPSC meeting June 2018; Mayor meeting June 2018; motions made Oct 2018	CPSC meeting Nov. 13; follow through process
Sept. 2018 Item 3.3	Statement at Council and Committee Meetings	CPSC April 2018 and June 2018 and Mayor's meeting June 2018	Statement initiated Aug. 2018
July 2018 Item 5.2	London Committee of Adjustment	July 2018 requested delegation from LCA to come to ACCAC	Attended ACCAC Oct 2018
			Michael Pease, Manager Development and Planning
			Monitor compliance
			Michael Cairns
			In progress
			Michael Cairns
			Waiting on master plan completion
			Vanessa Kingsley; Jackie Madden
			Monitor compliance
			Jay Menard
			In progress
			Monitor compliance
			LCA to flag applications with accessibility components; Assess effectiveness in Spring 2019

	Create "past-chair" non-voting position on ACCAC	Mayor's meeting June 2018; motion to CPSC Oct 2018	30-day action list; motion and delegation at CPSC Nov. 13, 2018	Michael Cairns	In progress
	Actively recruit for ACCAC voting and non-voting positions	Mayor's meeting June 2018	30-day action list; motion and delegation to CPSC Nov. 13, 2018	Michael Cairns	In progress
Sept 2018 Item 3.3	CPSC to create deferred matters list so motions can be followed through to completion	CPSC meeting April 2018; Mayor's meeting June 2018	Mayor made request Aug. 2018	Jacqueline Madden	In progress
	Paths of travel during construction	Long-standing item; motion to CPSC Oct 2018		Ashton Forrest	In progress
July 2018 Item 5.1	Storybook Gardens wristbands	Presented to ACCAC July 2018	ACCAC to be consulted through the implementation process	Kash Husain and Michael Dawthorne	Melanie Stone to request info on progress Oct. 2018
Jan 2018 Item 11.4	Signage--blind/deaf child signs as well as other potential signage	S. Maguire presented to ACCAC Jan. 2018	Discussed at policy sub-com mtg Oct. 2018	Michael Cairns	Melanie Stone researching what other municipalities are doing
	BRT station accessibility plan	Presentations made at March 2018 ACCAC and Sept 2018 ACCAC	On-going throughout BRT planning and implementation	Kash Husain	In progress
	FADS update	Long-standing item	Motion to CPSC Oct. 2018 asking facilities to report to ACCAC with update	Michael Dawthorne	Awaiting update

	Accessible Taxi Data	Presentation to ACCAC Oct. 2018 (C. Deforest)	Transportation sub-com to make recommendations to C. Forrest by Dec. 2018	Sub-committee to address at Nov. 2018 meeting
	Paratransit	Oct. 2018 motion to ask LTC to attend ACCAC	Nov. 13, 2018 CPSC meeting	Watch to see that motion passed at CPSC and council
	Community Diversity and Inclusion Strategy	Oct. 2018 motion to request delegation status at Dec. 10 CPSC mtg	Dec. 10, 2018 CPSC mtg	Awaiting outcome of CPSC meeting Dec. 2018
	Remote access to meetings	Raised issue at advisory committee open houses Nov. 2018		In Progress. Will include in feedback we officially give from ACCAC re: advisory committee