



BREAKING DOWN BARRIERS
Independent Living Resource Centre
Simcoe • Grey • Bruce

234 Ste. Marie Street

Collingwood, ON L9Y 3K5

www.breakingdownbarriers.ca

705-445-1543 Ext. *301



Built Environment Accessibility Checklist

Recommendations are based on the CSA Standard B651-12, Accessible Design for the Built Environment.

The purpose of this checklist is to provide guidelines for local organizations and establishments with respect to accessibility and barrier free design.

Table of Contents

I.	General Requirements	2
II.	Signage	5
III.	Interior Circulation	6
IV.	Doors and Doorways	7
V.	Handrails	8
VI.	Stairs.....	9
VII.	Ramps.....	11
VIII.	Elevating Devices.....	13
IX.	Emergency and Security.....	14
X.	Drinking Fountains	15
XI.	Washroom Facilities.....	16
XII.	Universal Washrooms	20
XIII.	Bathing Facilities	21
XIV.	Communications	22
XV.	Seating.....	23
XVI.	Meeting Rooms	23
XVII.	Accessible Routes.....	24
XVIII.	Vehicular Access.....	25
XIX.	Environmental Considerations.....	27

Built Environment Accessibility Checklist

I. General Requirements		Yes	No	N/A	Comments
1.	Does clear floor space accommodate a single manual wheelchair user (at least 28" x 47" for a stationary position and 59" x 59" for a U-turn)?				
2.	Adjacent to any operating controls (i.e. door handles, locks, faucets, outlets, switches, etc.) is there a clear, level floor area of at least 28" x 47"?				
3.	Is the centreline of the operating controls located in a range between 16" and 47" from the floor?				
4.	Are controls operable:				
	(a) with one hand;				
	(b) without tight grasping, pinching, or twisting of the wrist;				
	(c) with a force not exceeding 22 N?				
	(d) motion censored				
5.	Do control devices provide tactile and/or auditory information in order to indicate function and positions of controls?				
6.	Is information on visual displays:				
	(a) supplemented by tactile and/or auditory information;				
	(b) colour-contrasted;				
	(c) located on a glare-free surface?				
7.	Are operating controls illuminated to at least 100 lx and where reading is required, to at least 200 lx?				
8.	Are the operating controls colour-contrasted with their background?				
9.	Are all changes in level over 0.5" not steeper than 8.33% (1:12)?				

Built Environment Accessibility Checklist

10.	Are floors and ground surfaces: (a) stable and firm; (b) slip-resistant; (c) producing minimal glare; (d) not heavily patterned?				
11.	Are carpets: (a) low, firm, with a level pile or loop; (b) no more than 0.5" in height, carpet and pad combined; (c) securely fastened?				
12.	Do gratings located in pedestrian areas: (a) have openings no greater than 0.5" in one direction; (b) have placement so that the long dimension of the opening is perpendicular to the primary direction of travel?				
13.	Are tactile walking surfaces installed in a manner that: (a) avoids interference from an irregular walking surface; (b) does not create a tripping hazard?				
14.	Are tactile walking surfaces slip resistant and colour-contrasted with the surrounding surface?				
15.	Do tactile surfaces have a base surface level with the surrounding surface, or not more than 3 mm above or below it?				
16.	Are there tactile attention indicator surfaces composed of truncated domes?				

Built Environment Accessibility Checklist

17.	Are tactile attention indicator surfaces located at: (a) stairs; (b) an unprotected drop-off edge; (c) the unprotected edges of a reflecting pool; (d) curb ramps; (e) an entry into a vehicular route with no curb?				
18.	Are tactile attention indicator surfaces installed along the full width of the hazard?				
19.	Are tactile direction indicator surfaces composed of flat-topped, parallel, elongated bars?				
20.	Are objects protruding more than 4" cane-detectable or more than 80" from the ground?				
21.	Do protruding objects leave a clear width requires for an accessible route or manoeuvring space?				
22.	Except at doorways, is the clear headroom at least 80" from the floor?				
23.	Are walls and floors colour contrasted?				
24.	Are information kiosks located adjacent or connected to an accessible route?				
25.	Do information kiosks have their lower edge either: (a) not higher than 26.75" above the ground or; (b) where it is higher than 26.75" above the ground, not extend more than 4" beyond the supporting posts?				

Built Environment Accessibility Checklist

II. Signage		Yes	No	N/A	Comments
1.	Is signage consistently located and positioned to avoid shadow areas and glare?				
2.	Does signage: (a) have a glare free surface; (b) have a uniform design; (c) have font which is colour contrasted with its background?				
3.	Are letters and numerals sans serif, and strongly colour-contrasted?				
4.	Are only Arabic numbers used?				
5.	Are pictograms and symbols strongly colour-contrasted?				
6.	Is illumination on signs at least 200 lx?				
7.	Are tactile markings present to supplement: (a) regulatory signs; (b) warning signs; (c) identification signs?				
8.	Are pictograms and symbols accompanied by the equivalent description in Grade 1 Braille, placed directly below?				
9.	Is the International Symbol of Access used to identify an accessible facility or its elements?				

Built Environment Accessibility Checklist

III. Interior Circulation		Yes	No	N/A	Comments
1.	Is the clear width of accessible routes at least 36"?				
2.	Are slopes not in excess of 5% (1:20) or else designed as ramps or curb ramps?				
3.	Are lineup guides:				
	(a) at least 36" wide;				
	(b) cane detectable;				
	(c) stable and not easily moved;				
	(d) colour contrasted with surroundings;				
(e) glare-free in finish?					
4.	Are main routes to services and destinations well-marked with detectable floor surfaces?				
5.	Are corridors clear of protrusions into the path of travel?				
6.	Are doors to hazardous areas marked with tactile and visual warnings?				

Built Environment Accessibility Checklist

IV. Doors and Doorways		Yes	No	N/A	Comments
1.	Is the clear opening width of a doorway at least 32"?				
2.	Do doorways have a level manoeuvring area on both sides of the door?				
3.	Where only one door is accessible in a bank of doors, is it identified by the International Symbol of Access?				
4.	Is an adjacent door provided where a revolving door is used?				
5.	Is the distance between two swinging doors in series at least 47" plus the width of any door swinging into the space?				
6.	Are any thresholds no more than 0.5" high or where over 0.24", bevelled at a slope not steeper than 50% (1:2)?				
7.	Are door operating devices mounted between 32" and 47" from the ground?				
8.	Do door closers take at least 3 seconds to move the door from 90° to semi closed at 12°?				
9.	Do power-assisted swinging doors take at least 3 seconds to open and remain fully open for at least 5 seconds?				
10.	Where power-assisted doors open into a route of travel, are there cane-detectable barriers at right angle to the door?				

Built Environment Accessibility Checklist

11.	For non-automatic power-assisted doors, are controls:				
	(a) located along the route of travel; (b) clearly visible before reaching the door?				
12.	Are controls for power-assisted doors identified with the International Symbol of Access?				
13.	Are door signs placed on the latch side of the door?				
14.	Are doors and door frames colour-contrasted?				
15.	Are there lever handles or push plate door pulls instead of doorknobs?				
16.	Are entrances/exits well marked and centrally located?				

V. Handrails		Yes	No	N/A	
1.	Do handrails have:				
	(a) a graspable cross-section;				
	(b) a continuous gripping surface without obstructions that interrupt a hand hold;				
	(c) a clear space between the handrail and the wall and underneath the handrail?				
2.	Are handrails free of any sharp or abrasive elements and colour contrasted with the surrounding wall surface?				

Built Environment Accessibility Checklist

VI. Stairs		Yes	No	N/A	
1.	Are there tactile attention indicators: (a) at the top of the stairs; (b) extending the full width of the stairs; (c) having a length between 23.6" and 25.6"; (d) commencing one tread depth from the edge of the stair?				
2.	Does the nosing of the stairs project no more than 1.5" and have no abrupt undersides?				
3.	Is the nosing slip resistant?				
4.	Do stairs have a non-skid surface?				
5.	If there is more than one stair, are there handrails on both sides?				
6.	Are tactile attention indicator surfaces provided: (a) at stairs that are not enclosed; (b) at each landing incorporating an entrance into a stair system; (c) where regular stairway pattern is broken; (d) where the run of a landing with no continuous handrail is greater than 83"?				
7.	Are handrails provided for stairs?				

Built Environment Accessibility Checklist

8.	<p>If handrails are provided for stairs, are they:</p> <ul style="list-style-type: none"> (a) installed on both sides of the stairs; (b) of uniform height, from 34" to 36"; (c) continuous around landings less than 83" in length; (d) continuous where located on the inside edge of the stairs; (e) at the top of the stairs, extending at least 12" parallel to the floor surface; (f) at the bottom of the stairs, continuing to slope for a distance equal to the depth of one tread and then extending at least 12" parallel to the floor surface; (g) equipped with a rail extension return to the post, floor, or wall? 				
9.	Are exterior stairs designed to avoid water accumulation?				
10.	On exterior stairs, where the distance between the handrails is greater than 86.5", is there an intermediate handrail located between 36" and 39" from one of the handrails?				

Built Environment Accessibility Checklist

VII. Ramps		Yes	No	N/A	
1.	Do ramps have a running slope with the ratio between 8.33% (1:12) and 5% (1:20) and a distance between level landings not longer than 354"?				
2.	Is the cross slope of the ramp surface not steeper than 2% (1:50)?				
3.	Is the clear width on a ramp at least 36"?				
4.	Are level landings:				
	(a) provided at the top and bottom of each ramp?				
	(b) provided at all changes of ramp direction; (c) at least as wide as the widest ramp leading to it?				
5.	Do level landings:				
	(a) at doorways serving an accessible route, have an area of at least 59" by 59"; (b) where meeting a slope change, have a 2" ± 0.4" wide colour-contrasted and slip-resistant strip equal to the width of the ramp?				
6.	On ramps and landings that are bit at grade or adjacent to a wall, is protection provided on all edges by either a curb (minimum height of 3") or a raised barrier or rail (with its lower edge not more than 3" from the ramp or landing surface)?				
7.	Is lighting sufficient?				
8.	Is there drainage or is the ramp covered?				

Built Environment Accessibility Checklist

9.	Are exterior ramps at least 47" wide?				
10.	Do exterior ramps have level landings that are designed to drain water from their surface (but not exceed the specified cross slope)?				
11.	Are exterior landings at least 88.5" long, so as to accommodate larger wheeled mobility aids?				
12.	Do ramps with a rise higher than 6" have handrails on both sides that:				
	(a) are continuous with the ramp and around landings				
	(b) are colour contrasted with their surroundings;				
	(c) have a height between 34" and 36";				
	(d) have horizontal extensions beyond the top and bottom of the ramp, at least 12" long and that are returned to the post, floor, or wall?				

VIII. Elevating Devices		Yes	No	N/A	Comments
1.	Is elevator operation automatic, such that each car automatically brings and maintains the car at floor landings?				
2.	Are power-operated horizontally sliding car and landing doors able to be opened and closed by automatic means?				
3.	If the door location is centred is the:				
	(a) door clear width at least 42"				
	(b) inside car, side to side at least 80"				
	(c) inside car, back wall to front return at least 51"				
4.	If the door location is side (off-centre) is the:				
	(a) door clear width at least 36"				
	(b) inside car, side to side at least 68"				
	(c) inside car, back wall to front return at least 51"				
5.	In any door location is the:				
	(a) door clear width at least 36"				
	(b) inside car, side to side at least 54"				
	(c) inside car, back wall to front return at least 80"				
	(d) inside car, back wall to inside face of door at least 80"				

Built Environment Accessibility Checklist

6.	In a limited use/limited application elevator is the:				
	(a) door clear width at least 32”;				
	(b) inside car, side to side at least 42”;				
	(c) inside car, back wall to front return at least 54”?				
7.	Do moving walkways have an accessible route adjacent to them?				

IX. Emergency and Security		Yes	No	N/A	Comments
1.	Do visual alarms consist of lights that:				
	(a) flash in conjunction with the audible emergency alarm;				
	(b) have a flash rate within between 1 and 3 Hz;				
	(c) are synchronized to flash in unison;				
	(d) are placed so that a signal from at least one alarm is visible throughout any enclosed space;				
	(e) are significantly brighter than the ambient light?				
2.	Are areas of refuge of a size that provides two spaces of at least 33.5” x 47” each?				
3.	Do areas of refuge have a hands free communication system that is not higher than 47” from the floor and is connected to an emergency response system?				
4.	Are areas of refuge smoke-protected in buildings of more than three stories?				

Built Environment Accessibility Checklist

5.	Are areas of refuge served directly by an exit or by a firefighters' elevator?				
6.	Are areas of refuge identified on all publicly displayed evacuation plans?				
7.	Are emergency evacuation plans: (a) posted no higher than 47" from the floor; (b) provided in at least 14 point font; (c) available in alternative formats (i.e. tactile, large print)?				
8.	Do security access systems provide equitable alternative means to allow persons with disabilities through the security system?				
9.	Are emergency exits clear and unobstructed?				
10.	Are emergency exits marked with tactile information?				
11.	Do emergency exits have large panic bars?				

X.	Drinking Fountains	Yes	No	N/A	Comments
1.	Are drinking fountain spouts located at the front of the unit, with the opening between 29.5" and 35" from the floor?				
2.	Do drinking fountains direct the water flow at a trajectory that is parallel or nearly parallel to the front of the unit and provide a water flow of at least 4" high?				
3.	Do fountain controls allow the user to control the timing and water delivery height?				

Built Environment Accessibility Checklist

4.	Are fountain controls located at or near the front of the fountain, but not to be foot-operated?				
5.	Does the drinking fountain have a clear floor area of at least 29.5" x 47"?				
6.	Is the drinking fountain colour-contrasted with the background?				

XI. Washroom Facilities		Yes	No	N/A	Comments
1.	Is the layout simple and logical?				
2.	Is the International Symbol of Access present at the entrance				
3.	If a washroom is not accessible, is there indication of the nearest accessible washroom?				
4.	In the interior of the washroom, is there at least 59" x 59" of clear floor area in front of the accessible stall?				
5.	Is the temperature of the water supplied to the lavatory less than 49°C?				
6.	Are mirrors mounted with the bottom edge no more than 40" from the floor?				
7.	Are lavatories mounted with the centreline at least 18" from a side wall?				

Built Environment Accessibility Checklist

8.	Do lavatories have:				
	(a) the top located between 32" and 34" from the floor;				
	(b) a knee clearance centred on the lavatory at least 30" wide x 8" deep x 27" high with an additional toe clearance of at least 30" wide x 9" deep x 9" high;				
	(c) a clear floor area centred on the lavatory at least 30" x 47", of which not more than 19" is under the lavatory;				
	(d) hot water and drain pipes offset to the rear?				
9.	If the lavatory counter has a curtain, is there a knee clearance centred on the lavatory at least 30" wide x 28" high?				
10.	Do faucets and other controls:				
	(a) not require the application of continuous force to maintain water flow				
	(b) where metered, provide at least 10 s of flow;				
	(c) where handles are used, have lever-type handles that are operable with a closed fist OR is the faucet automatic?				

Built Environment Accessibility Checklist

11.	Where a soap dispenser is provided at the accessible lavatory, is it: (a) located within 20" reach of a person seated at the lavatory; (b) no higher than 43"; (c) operable with one hand?				
12.	Are grab bars: (a) slip resistant; (b) with a diameter between 1.181" and 1.574"; (c) free of any sharp or abrasive elements?				
13.	Do grab bars: (a) where mounted adjacent to a wall, have a space between 1.377" and 1.771" between the wall and the grab bar; (b) not rotate within their fittings?				
14.	Do toilet fixtures have: (a) the top of the seat between 16" and 18" from the floor; (b) no spring activated seat; (c) a back support where there is no seat lid or tank; (d) where there is a tank, a tank lid that is securely attached?				
15.	Is the toilet located with its centreline between 18" and 19" from an adjacent wall?				
16.	Does the toilet have a clear transfer space at least 35" wide x 59" long on its open side, the width measured from the edge of the toilet bowl?				

Built Environment Accessibility Checklist

17.	Are flush controls automatically activated or hand operated by a device that is located at the transfer space side of the toilet?				
18.	Are there grab bars mounted horizontally at a height between 30" and 33" from the floor, with one on the wall adjacent to the toilet and one on the rear wall?				
19.	Are toilet paper dispensers located so that the dispensing of the paper is in line with the front of the toilet seat and at a height between 24" and 28" from the floor?				
20.	Do accessible toilet stalls have:				
	(a) internal dimensions at least 60" wide x 49" deep;				
	(b) a toilet complying as above;				
21.	(c) a hook on a side wall mounted not more than 47" from the floor and projecting not more than 1.5" from the wall				
	Do toilet stall doors:				
	(a) provide a clear opening of at least 32" with the door in the open position;				
	(b) swing outward, unless additional space is provided within the stall;				
	(c) have a "D"-type door pull at least 5.5" long, mounted horizontally on the inside of an out swinging door and on the outside of the door;				
	(d) have a clear area at least 59" x 59" in front of the stall?				

Built Environment Accessibility Checklist

22.	Are handles present on the outside of cubicles to indicate the direction the door swings?				
23.	Are urinals hung so that the lower rim of the well is not higher than 17" from the floor and the upper rim is not lower than 34" from the floor?				
24.	Are toilet doors:				
	(a) aligned with the transfer space adjacent to the toilet;				
	(b) self-closing so that when at rest, the door will be ajar not more than 2" beyond the jamb;				
	(c) latched from the inside?				
25.	Is the centreline of a urinal indicated by a vertical element that is centred on the urinal?				

XII. Universal Washrooms		Yes	No	N/A	Comments
1.	Where a universal washroom containing a single toilet and lavatory is provided, does it:				
	(a) have a clear floor area not less than 3.5 m ² ;				
	(b) provide a distance between opposite walls of at least 70";				
	(c) provide a clear area of at least 59" x 59";				
	(d) have a lavatory that complies as above;				
	(e) have a toilet that complies as above?				

Built Environment Accessibility Checklist

2.	Is a universal washroom identified by a sign that shows a male and female pictogram and the International Symbol of Access?				
3.	Is the door to a universal washroom capable of being unlocked from the outside in an emergency situation				

XIII. Bathing Facilities		Yes	No	N/A	Comments
1.	Is the temperature of the water supplied to the shower or bathtub less than or equal to 49°C?				
2.	Is the shower floor slip-resistant even when wet and does it slope minimally to provide positive drainage?				
3.	Do roll in shower stalls have an interior clear area of at least 30" x 59"?				
4.	Are showerheads:				
	(a) of the handheld type;				
	(b) provided with a hose at least 59" long;				
	(c) able to be used in a fixed position;				
5.	(d) mounted vertically so as to not obstruct the use of grab bars?				
	Do roll in shower stalls have grab bars mounted:				
	(a) horizontally on a side wall				
	(b) vertically on the opposite side wall				
	(c) one horizontally on the back wall				
	(d) one vertically on the back wall?				

6.	Are faucets and controls for roll in shower stalls mounted in the centre on the back wall above the grab bar and not more than 47" from the floor?				
----	--	--	--	--	--

XIV. Communications		Yes	No	N/A	Comments
1.	Public Communication systems (such as telephones and intercoms) include at least one unit in each array with volume enhancement for persons who have hearing limitations?				
2.	On a public telephone, are all operable parts less than 54" from the floor or less than 47" from the floor if the telephone is designed for use by seated persons?				
3.	Is the handset cord length of a public telephone at least 39"?				
4.	Have visual input or output displays been utilized? (Consideration given to special input and output requirements for persons who have sensory limitations, large signage, audio output, braille text...)				
5.	If establishment is an information counter, enquiry and booking location; has consideration been given to the use of a TTY telephone or text option?				

XV. Seating		Yes	No	N/A	Comments
1.	Does seating space for persons in a wheelchair have a clear floor area at least 29.5" x 47" and adequate manoeuvring space to approach it?				
2.	Are tables and counter surfaces at a height between 29" and 39" from the floor?				
3.	Where a forward approach is used, is the knee clearance at least 29.5" wide x 19" deep x 27" high?				
4.	Are benches or seats at rest area seating located adjacent to an accessible route, with a level and firm surface and an adjacent level and firm area at least 33.5" x 47" that is not part of the route of travel?				
5.	Are benches or seats stable?				
6.	Do benches or seats have a seat height between 18" and 20" from the floor?				

XVI. Meeting Rooms		Yes	No	N/A	Comments
1.	Are wheelchair spaces an integral part of the seating plan?				
2.	Is wheelchair spacing adjacent to the accessible route?				
3.	Are two wheelchair spaces available next to each other with adjacent seating available for ambulatory companions?				
4.	Is the viewing position from a wheelchair space clear and level?				
5.	Is each wheelchair space at least 33.5" x 47"?				

XVII. Accessible Routes		Yes	No	N/A	Comments
1.	Are accessible exterior pedestrian routes, where adjacent to a vehicular route, separated from it by a curb with a curb ramp, a railing or other barrier, or a tactile attention indicator surface?				
2.	Is the accessible pedestrian route at least 59" wide or where adjacent to a curb ramp, at least 47" wide?				
3.	Is the pedestrian route well drained, not allowing water from building down-spouts or other drainage systems to flow across it?				
4.	Are accessible routes that are shared with other users (i.e. cyclists, etc.) delineated or separated by physical means and are the separate routes designated by signage (on grade and on posts)?				
5.	Are exterior ramps at least 47" wide and where the vertical rise is more than 9", do they have handrails?				
6.	Is illumination along pedestrian routes continuous and not creating any dark or shadow areas?				
7.	Is the sidewalk free of obstruction and well-marked?				
8.	Are any vertical changes in height marked both visually and with tactile attention indicator surfaces?				
9.	Do curb ramps have colour, tone, and texture differentiation from surrounding surfaces?				

Built Environment Accessibility Checklist

10.	Is the curb ramp lip flush with the pavement?				
11.	Are accessible paths as straight as possible without wandering or zig-zagging?				
12.	In high traffic areas, are accessible paths at least 78.75" wide?				
13.	If there is a drop-off between 3" and 10" deep immediately adjacent to a pedestrian route, is there an edge protection at least 3" high? (Does not apply to a standard curb of 6" or less)				

XVIII. Vehicular Access		Yes	No	N/A	Comments
1.	Is the pedestrian route from a passenger pick-up area or a designated parking space part of the shortest accessible route to the building or facility entrance?				
2.	At a passenger pick-up area, is a side access aisle provided, that is: (a) adjacent and parallel to the accessible route; (b) at least 59" wide x 236" long; (c) and separated from the walkway either by a curb or a tactile attention indicator surface?				
3.	Is the clearance from the pavement to the underside of any ceiling structure or hanging object at least 109" at the passenger pick-up area and along the vehicular route from the site entrance?				

Built Environment Accessibility Checklist

4.	Are designated parking spaces identified by a vertically mounted sign incorporating the International Symbol of Access (at least 12" wide x 18" high with the centre of the sign between 59" and 79" from the ground) and the International Symbol of Access painted on the pavement (at least 39" long)?				
5.	Are designated parking spaces for cars at least 94" wide?				
6.	Do designated parking spaces and their adjacent side aisles: (a) have a surface that is level, stable, firm, and slip-resistant;				
	(b) on the side access aisle, have diagonal markings that resist fading?				
7.	Do designated parking spaces for cars: (a) have an adjacent side access aisle at least 59" wide;				
	(b) for parallel parking, have an adjacent rear passage/aisle at least 35" wide?				
8.	Where provided, are designated car spaces for limited mobility users at least 94.5" wide and identified by a sign for limited mobility access?				
9.	Are designated parking spaces for vans at least 102" wide?				
10.	Do designated parking spaces for vans: (a) have an adjacent side access aisle at least 78" wide;				
	(b) have an adjacent rear access aisle at least 78" long?				

Built Environment Accessibility Checklist

11.	Is the clearance from the pavement to the underside of any ceiling structure or hanging object at least 108" along the vehicular route and at the designated van spaces?				
12.	Are the locations of designated spaces next to a walkway?				
13.	Is there a designated drop-off zone?				
14.	Are drop-off zones level with the curb?				

XIX. Environmental Considerations		Yes	No	N/A	Comments
1.	Is the overall architectural space logical and not confusing?				
2.	Are architectural features not overly repetitive?				
3.	Is there little to no excess noise?				