

**CITY OF VAUGHAN
COMMITTEE OF THE WHOLE (2)
AGENDA**

This is an Electronic Meeting. The Council Chamber will not be open to the public. Public comments can be submitted by email to clerks@vaughan.ca. If you wish to speak to an item listed on the Agenda, please pre-register by contacting Access Vaughan at 905-832-2281 or clerks@vaughan.ca by noon on the last business day before the meeting.

Tuesday, February 9, 2021

1:00 p.m.

Council Chamber

2nd Floor, Vaughan City Hall

2141 Major Mackenzie Drive

Vaughan, Ontario

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- 2. DISCLOSURE OF INTEREST**
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- 5. PRESENTATIONS**
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INCLUDING MEMBERS RESOLUTION(S)**

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ALL APPENDICES ARE AVAILABLE FROM THE CITY CLERK'S OFFICE
PLEASE NOTE THAT THIS MEETING WILL BE AUDIO RECORDED
AND VIDEO BROADCAST

www.vaughan.ca (Agendas, Minutes and Live Council Broadcast)

Committee of the Whole (2) Report

DATE: Tuesday, February 9, 2021

WARD: 1

TITLE: KLEINBURG BUSINESS IMPROVEMENT AREA (KBIA) –
BUDGET AND LEVY – WARD 1

FROM:

Michael Coroneos, Deputy City Manager, Corporate Services, City Treasurer and Chief Financial Officer

ACTION: DECISION

Purpose

To bring forward for Council's consideration and approval, the 2021 Kleinburg Business Improvement Association (KBIA) budget as requested, the appointment of KBIA Board of Management members and to authorize staff to remit, levy, and collect the special charge related to the KBIA. The budget will provide funds for promotion and visual enhancement of the area, advertising and special events. The source of funding is not from the City's general levy but is collected on behalf of the KBIA by the City from each member of the KBIA.

Report Highlights

- To approve 2021 KBIA budget in the amount of \$52,250.
- To approve the appointment of the KBIA Board of Management members.
- The source of funding for KBIA budget is not from the City's general levy but collected by the City on behalf of KBIA from each business member, supporting the strategic priorities established by the Service Excellence Strategy Map, in particular, initiatives that support Citizen Experience and Service Delivery.

Recommendations

1. That in accordance with the request from the Kleinburg Business Improvement Association (KBIA) Board of Management, the 2021 KBIA

budget in the amount of \$52,250 be approved, and these funds be forwarded accordingly; and

2. That the appointments to the KBIA Board of Management for the 2021 term as submitted in Attachment 2 by the KBIA Chair, be approved.

Background

This report brings forward for Council's consideration, the appointment of the KBIA Board of Management members submitted by the KBIA Chair, the approval of the 2021 KBIA budget and authorization for staff to remit, levy, and collect the special charge related to the KBIA. The budget will provide funds for promotion and visual enhancement of the area, advertising and special events. The source of funding is not from the City's general levy but is collected on behalf of the KBIA by the City from each member of the KBIA.

Previous Reports/Authority

N/A

Analysis and Options

Each year the KBIA submits a budget for Council's approval (as per Attachment 1). The 2021 budget amount of \$52,250 was approved by the KBIA Board of Management and accepted by the KBIA membership at the Annual General Meeting on October 28, 2020. This budget amount is the same as the 2020 budget request. The amount is levied to all commercial properties within the BIA boundary, utilizing the 2021 taxable commercial assessment of each property. The levy will be charged to each commercial owner utilizing the Final tax billing as in the past.

The minimum and maximum special charge to pay for the 2021 budget amount is \$575 minimum and \$5,750 maximum per By-law 169-84, as amended.

Financial Impact

N/A

Broader Regional Impacts/Considerations

N/A

Conclusion

Council's consideration of the recommendations set out in this report is requested.

Council approval of the proposed budget provides funds to the KBIA and authorizes staff to remit, levy, and collect the funds. The source of funding is not from the City's general levy but is collected on behalf of the KBIA by the City from each member of the KBIA.

For more information, please contact Maureen Zabiuk, A.I.M.A., CMRP, Manager
Property Tax & Assessment Ext. 8268

Attachments

1. KBIA Proposed 2021 Budget.
2. Board of Management, 2021 Term.

Prepared by

Maureen Zabiuk, A.I.M.A., CMRP
Manager, Property Tax & Assessment
Ext. 8268

Approved by



Michael Coroneos
Deputy City Manager, Corp. Services,
City Treasurer & Chief Financial Officer

Reviewed by



Jim Harnum, City Manager

12 November 2020

Mr. Todd Coles, Clerk
City of Vaughan,
214 Major Mackenzie Drive
Vaughan, ON L6A 1T1

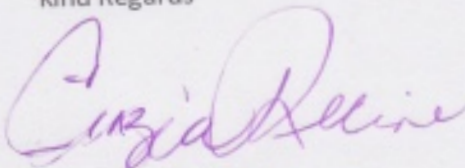
Dear Mr. Coles:

Re: Kleinburg BIA 2021 Board of Directors

Please be advised that the Kleinburg BIA Board presently consists of the following members:

C. Recine, Chair E. Laichter, Vice Chair: F. Greco, Treasurer: J. Bell, A. Poletto, A Guido.

Kind Regards



Cinzia Recine

Chair, KBIA

11 November 2020

Mr. Todd Coles, Clerk

City of Vaughan,

214 Major Mackenzie Drive

Vaughan, ON L6A 1T1

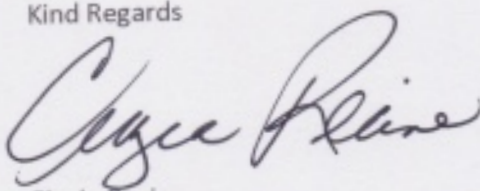
Dear Mr. Coles:

Re: Kleinburg BIA 2021 Budget

Please be advised that the Kleinburg BIA Board approved its budget for 2021 at its October 7th 2020 Board meeting. The Board approved its budget in the amount of \$52,250. The approved KBIA Budget is attached.

The Kleinburg BIA held its Annual General Meeting on Wednesday, October 28 and presented the 2021 budget to the membership. The KBIA is requesting that the approved budget for 2021 be forwarded to the City of Vaughan Council for approval.

Kind Regards

A handwritten signature in black ink, appearing to read 'Cinzia Recine', written in a cursive style.

Cinzia Recine

Chair, KBIA

Kleinburg BIA Mission Statement

To lead and advocate for the KBIA members and act as the catalyst for building strong and unified community partnerships and collaborations; to promote the businesses in the Village of Kleinburg and leverage all of our cultural, artistic, historical and natural assets; to create an energetic, vibrant and unique commercial district that is dynamic from dawn 'til dusk.

KBIA Meeting Wednesday, October 7, 2020 6:30 p.m. (Zoom call) MINUTES

In Attendance:

| | | | | |
|-----------|-------------|----------|-----------|-------------|
| C. Recine | E. Laichter | J. Bell | F. Greco | V. Perrelli |
| A. Guido | A. Poletto | P. Hayes | K. Maginn | K. Angus |

Absent: M. Iafrate

Approval of Agenda: A motion was made by E. Laichter and seconded by J. Bell to approve the agenda. Motion carried.

Approval of September Minutes: A motion was made by C. Recine and seconded by E. Laichter to approve the September minutes. Motion carried.

Financial Update: C. Recine thanked F. Greco for volunteering to be the Treasurer. Signing authority will now be for C. Recine, F. Greco and E. Laichter. At the present there was no access to the account balance.

Executive Director Update:

- a) Dene Pellington has been hired and will be working 24 hrs. per week starting immediately. This weekend she will meet C. Farais to assist with the marketing. The sweat shirt she will be wearing will ensure she is known to the community.
- b) The passing of Dr. Guay was noted, J. Bell described the efforts made by the business community, F. Greco and herself on behalf on the family. KARA to include a small tribute in their newsletter.
- c) Draft Budget was presented and noted there was an urgency. At this time there is no proposed levy increase. Noted that due to the distinct possibility of monies being moved around next year, depending upon Covid-19, the budget is being proposed with a degree of flexibility in it. Operational expenses are not able to be changed, however other areas are able to be. The budget needs to be approved this evening and as well a date set for the AGM in order to approve it – then it goes to Council in November for their approval. The structure of the budget allows for Board Directors to make

amendments when appropriate. A motion was made by F. Greco and seconded by C. Recine to approve the draft budget, the motion carried.

Executive Director Update:

- a) The formal resignation of Sony Singh as Treasurer has been received. A motion by E. Laichter and seconded by A. Poletto was made to, with reluctance, accept the resignation, motion carried. J. Bell made a motion, seconded by A. Guido, to nominate F. Greco as the Treasurer – motion carried.
- b) The Marketing Campaign is now up and running. Some swag has been purchased, a commission will be paid to the KBIA. C. Farais is coming to Kleinburg on Saturday to take pictures. THERE WAS MORE TO THIS HOWEVER UNFORTUNATELY THERE WAS TOO MUCH NOISE - A PRINTING QUOTE? PEOPLE JOIN EMAIL? SHOPPING BAGS? DISSENT FROM ERIC?
- c) V. Perrelli and F. Greco were thanked for their work with the consultants for the parking study. P. Hayes to send out a copy of the document shortly. The staff report went before Council this past Tuesday and they state that there is sufficient parking however it is being mismanaged, lacking legibility and it is not responsive to the Village's built form. M. Iafrate's office reported that although the Parking Study Report was for 'information only', she did include a motion as follows: "That staff move forward on implementation of recommendations for immediate steps plus Items 1 and 2 of the short term implementation strategy as noted on Page 1 of Attachment 5." This means moving forward on the short-term initiatives on partnerships with private landowners and with Canada Post regarding the possibility of moving to community mailboxes. A suggestion has also been made to have a parking lot created at the north end of the Village, the idea being that staff from the businesses would park there rather than on the main street.
- d) Questions were asked regarding Streetscape in the village core, when and how it is to occur. K. Maginn to ask staff if they could attend the next meeting to update the Board.
- e) A three-way stop at Kellam and Islington is being proposed by the KBIA for safety concerns: P. Grove to be contacted plus a letter to be sent to M. Iafrate.
- f) Noted that the cash-in-lieu formula has now been updated and approved by Council.
- g) An Annual General Meeting must take place in order for the draft budget to be approved: the date suggested is October 28th, 6:30 p.m. and the format is to be Zoom.

Community Updates:

City of Vaughan – K. Maginn She noted that there will be a Small Business event October 20-22 which will be free to all. There is also ongoing the digital small business resiliency programme. In February there is to be a virtual Trade Show.

Other Business:

Trash and garbage – the KBIA will be asking the City for more bins.

Website – an update is taking place but all were reminded that their own sites should be taken care of by themselves.

Special Event Permits for Businesses:

F. Greco spoke regarding the bye-law as it stands for special event permits for the restaurants in particular. Noted that the City has relaxed the bye-laws regarding patio openings however there have in some instances been abuses: the problem appears to come when the business requests the noise exemption too. After lengthy discussion decision that P. Hayes would work with K. Maginn and possibly invite a staff member to attend a Board meeting to give information as well as guidance for moving forward. F. Greco stated that at present this issue is being reviewed by the City as it has received numerous complaints. In order for the policy/bye-law to be modified it must go before Council.

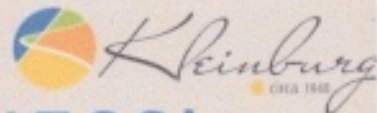
The KBIA would like to receive information regarding development activities.

Business News: Noted that Volo Coffee House is closing and Sugar Plum is being asked to move but would like to find a location in Kleinburg to continue business.

A motion was made by C. Recine and seconded by F. Greco. The meeting closed at 8:30.

The next meeting is to be **Wednesday November 4th at 6:30 p.m.**

**WE WOULD LOVE TO HELP
YOU PROMOTE YOUR BUSINESS!**



Please send us your promos, sales, specials, your posts and your photos for social media. We will add them to our feed!

NEED IDEAS? We love photos of new stock, sale announcements, store specials, images of your store, a story about a great client interaction, testimonials, staff member of the month, etc.

Send all items to pattyhayes15@gmail.com

Committee of the Whole (2) Report

DATE: Tuesday, February 09, 2021

WARD(S): ALL

TITLE: 2019-2022 MULTI-YEAR ACCESSIBILITY PLAN UPDATE

FROM:

Michael Coroneos, Deputy City Manager, Corporate Services, City Treasurer and Chief Financial Officer

ACTION: DECISION

Purpose

To seek approval of the City of Vaughan's 2019-2022 Multi-Year Accessibility Plan.

Report Highlights

Summarizes actions departments will take to advance accessibility in the City of Vaughan. Highlights include the following:

- Rick Hansen Gold Accessibility Certification
- Accessible Play Spaces
- Accessible Technology
- Accessible Employment Practices

Recommendation

1. That the City of Vaughan's 2019-2022 Multi-Year Accessibility Plan, as set out in Attachment 1 to this report, be approved.

Background

The City of Vaughan is dedicated to being an accessible and inclusive City not because it is the law, but more importantly it is the right thing to do and is good for business. Accessibility benefits all Vaughan residents and visitors.

The City of Vaughan provides a number of programs and services for people with disabilities and regularly identifies and creates new opportunities to reflect the diverse and growing program needs of the community. Opportunities for persons with disabilities are vast and include the creative arts, health and wellness, life and social skills, performing arts, sports and leadership programs.

The City's Accessibility Plan 2019-2022 is an update of the 2013-2018 Accessibility Plan and outlines corporate and departmental objectives and achievements related to addressing accessibility issues and services at a corporate level.

The inclusivity of citizens with disabilities is a corporate-wide vision shared by Vaughan Council and staff as identified in Vaughan's corporate strategic plan. The City plays an important role in ensuring access for residents with disabilities and through the Vaughan Accessibility Advisory Committee (VAAC). The role of the VAAC is to advise Council to support the City's work in identifying and removing barriers to lay the foundation for a barrier-free, inclusive community.

Previous Reports/Authority

N/A

Analysis and Options.

The multi-year accessibility plan is a requirement of the Accessibility for Ontarians with Disabilities Act and is a reflection of the City of Vaughan's commitment to advancing accessibility.

Financial Impact

There is an economic impact in regard to implementing the City's Multi-Year Accessibility Plan. The annual budget process includes capital projects submitted by departments which incorporate funding for initiatives to meet accessibility requirements. For day-to-day operations, departments seek to meet accessibility requirements within their operating budgets. Facility Management has allocated one million dollars over the next year to address costs related to the Accessibility plan. As the Accessibility Plan continues to be implemented, future operating or capital funding requests will be assessed and brought forward if needed.

Broader Regional Impacts/Considerations

N/A.

Conclusion

The City of Vaughan is dedicated to being an accessible and inclusive City not because it is the law, but more importantly it is the right thing to do and is good for business. Accessibility benefits all Vaughan residents and visitors. The City of Vaughan takes great pride in being a community where people of all ages, backgrounds and abilities can thrive. The City's Accessibility Plan 2019-2022 is a reflection of that commitment and outlines the various activities and initiatives in support of accessibility.

For more information, please contact: Warren Rupnarain, Accessibility and Diversity Coordinator, 8641.

Attachment

1. 2019-2022 Multi-Year Accessibility Plan.

Prepared by

Warren Rupnarain, Accessibility and Diversity Coordinator, 8641

Approved by



Michael Coroneos,
Deputy City Manager,
Corporate Services, City Treasurer
and Chief Financial Officer

Reviewed by



Jim Harnum, City Manager



ACCESSIBILITY PLAN 2019 2022

Ontarians with Disabilities Act, 2001 (ODA)

Accessibility for Ontarians
with Disabilities Act, 2005 (AODA)



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This publication is available in alternative formats upon request

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Message from the Mayor



At the City of Vaughan, our goal is to foster a community that is diverse, inclusive, and welcoming. We believe every person has the right to access every program or facility, regardless of ability. We take pride in providing opportunities that offer residents an equal chance to engage in all aspects of our civic life.

Accessibility planning is an essential part of Vaughan's future and we remain dedicated to working with our valued partners to foster a barrier-free community. This multi-year Accessibility Plan demonstrates our commitment to service excellence by ensuring all residents are valued, respected, and appreciated.

In Vaughan, we are blessed to have many individuals who are devoted to the noble goal of creating a better and more inclusive society for all. City-building is truly a team effort, and by working together, we will define and

shape a brighter and more promising future for everyone.

Together, we will continue to move our city forward without leaving anyone behind.

Yours sincerely,

A handwritten signature in blue ink that reads "Maurizio Bevilacqua".

Hon. Maurizio Bevilacqua, P.C.

Mayor, City of Vaughan



Message from the Vaughan Accessibility Advisory Committee



As the Chair of the Vaughan Accessibility and Advisory Committee, I am honoured to collaborate with this Committee that places its emphasis on improving the quality of life for Vaughan residents. The Committee is familiar with the rules and goals of the Accessibility for Ontarians with Disabilities Act (AODA), 2005 and integrates those standards with delivering high-quality services that foster a vibrant community life that is both inclusive and accessible to everyone.

Most recently, Vaughan City Hall and facilities throughout Vaughan have received GOLD accessibility certification from the Rick Hansen Foundation. Members in this committee work together for the purpose of making Vaughan a more accessible and inclusive City and is committed to treating all people in a way that allows them to maintain their dignity and independence. The City believes in integration and

fair access for residents, visitors, and employees with visible or non-visible disabilities. The City also promises to meet the needs of people with disabilities in a timely manner by preventing and removing barriers to accessibility.

As always, I welcome your suggestions in this progressive process in continuing to make the City of Vaughan accessible to all.

Sincerely,

A handwritten signature in blue ink that reads "Linda D. Jackson".

Linda D. Jackson

Regional Councillor,
Chair, Vaughan Accessibility Advisory Committee



Message from the City Manager



The City of Vaughan is committed to fostering an inclusive community where people of all ages, abilities and backgrounds can thrive. The 2018-2022 Term of Council Service Excellence Strategic Plan reinforces this vision and identifies priorities to enhance citizen experience and ensure an active, safe, and diverse community.

The 2019-2022 Accessibility Plan is the City's commitment to continue to pursue those priorities. The renewed plan identifies how staff will deliver high-quality services that meet the needs of people with disabilities and create a welcoming environment so that everyone may have equal access to City programs, services, and facilities. The City's corporate policies, standards and procedures will keep us on track to remove barriers to accessibility and continue to meet the requirements of the Accessibility for Ontarians with Disabilities Act.

I want to acknowledge City staff, the Technical Advisory Committee, and the Vaughan Accessibility Advisory Committee, chaired by Regional Councillor Linda Jackson, for working diligently to prepare this plan that encompasses our dedication to inclusion and Service Excellence.

Receiving the highest achievement from the Rick Hansen Foundation (RHF) of accessibility Gold Certification for multiple City of Vaughan and Vaughan Public Libraries facilities, and, most recently, Fire Stations 7-4 and 7-10, is a testament to the positive work the City is doing and the goals in place for further progress. Vaughan City Hall is the first municipal building to be certified gold by the RHF in Ontario. In fact, the facilities that have been recognized are the first municipal buildings in the province that are RHF Gold Certified. We are proud of these milestones we achieved as a team.

Together, we will continuously work to improve the quality of life for citizens, businesses, and visitors by delivering on Council's priorities and strengthening our focus on improving accessibility for all.



Jim Harnum
City Manager

Introduction

About the Ontarians with Disabilities Act, 2001 (ODA)

In 2001, the Ontario government put into action the **Ontarians with Disabilities Act, 2001 (ODA)**

The purpose of the ODA is to improve opportunities for persons with disabilities and to provide for their involvement in the identification, removal, and prevention of barriers to their full participation in the life of the province.

The ODA requires all Ontario municipalities to:

- prepare annual accessibility plans in consultation with people with disabilities;
- make these plans available to the public.

Plans identify, remove, and prevent barriers to accessibility by reviewing and changing:

- by-laws
- policies
- programs
- practices
- services



About the Accessibility for Ontarians with Disabilities Act, 2005 (AODA)

In 2005, the Government of Ontario passed the **Accessibility for Ontarians with Disabilities Act, 2005 (AODA)**, applying to both private and public sectors. Its goal is to make Ontario accessible by 2025.

Accessibility standards are being created as part of the AODA. These standards are rules that businesses and organizations in Ontario need to follow to identify, remove and prevent barriers so that people with disabilities will have more opportunities to participate in everyday life.

The standards that need to be developed/ or are in place include:

- customer service
- employment
- information and communications
- transportation
- design of public spaces

The Accessibility Standards for Customer Service was the first standard to become law as a regulation. (Regulation - 429/07)

Vaughan currently has a policy incorporating its accessible customer service standards, developed, and approved in 2009.

The next three standards – information and communications, employment, and transportation – have been combined under one regulation,

the Integrated Accessibility Standards Regulation – (IASR) #191/11. This is now law and the requirements are being phased in between 2011 and 2025.

An accessibility standard for the built environment (buildings and outdoor spaces) is in draft format, has undergone public consultation and will be included in the IASR once it is approved in final format.



Ontario's Integrated Accessibility Standards Regulation - IASR

The Integrated Accessibility Standards Regulation 191/11 - (IASR) builds on the first standard for accessible customer service and moves us closer to the goal of making the province accessible for everyone by 2025.

The standards contained in the IASR – information and communications, employment, and transportation (built environment as well once it is finalized) – should make it easier for more people with disabilities to go about their daily lives.

The IASR also includes a section of general requirements that applies to all four standards.

For more information regarding the Ontarians with Disabilities Act, (ODA) and the Accessibility for Ontarians with Disabilities Act (AODA), contact:

Accessibility Directorate of Ontario Ministry of Community and Social Services

Suite 601a, 777 Bay Street

Toronto, ON M7A 2J4

Telephone: 1-866-515-2025

TTY: 416-325-3408

TTY Toll Free: 1-800-268-7095

Fax: 416-325-3407

Accessibility Ontario: AccessON.ca

The 2019-2022 Accessibility Plan

Accessibility is one of the City of Vaughan's key initiatives, which means it has a high priority in all planning. The City has developed accessibility plans since 2003.

The Vaughan Accessibility Plan was prepared using information submitted by City of Vaughan departments. Information and statistics have also been gathered from the Region of York, Vaughan Accessibility Advisory Committee members, the Accessibility Directorate of Ontario and from organizations who serve people with disabilities (e.g., the Canadian Hearing Society).

The Vaughan Accessibility Plan 2019-2022 highlights the following:

- **Corporate achievements in the area of accessibility strategies, phased in over the next few years, which City of Vaughan departments will undertake to ensure that inclusion for all residents and staff can be realized an implementation plan update for the Integrated Accessibility Standards Regulation (IASR)**

The City's mission is Citizens First Through Service Excellence – for all residents, regardless of ability or disability. Good access to services is integral to realizing the City's mission. For that reason – and because it is the right thing to do – the City continues to work to identify and remove barriers and lay the foundation for a barrier-free, inclusive community.

A copy of Vaughan's Accessibility Plan can be found on the City of Vaughan's website at vaughan.ca. It is available in alternate formats upon request.



City of Vaughan: Service Excellence Map

VISION: A City of choice that promotes diversity, innovation, and opportunity for all citizens, fostering a vibrant community life that is inclusive, progressive, environmentally responsible, and sustainable

MISSION: Citizens First through Service Excellence

VALUES: Respect, Accountability, Dedication



Description of Vaughan

Vaughan is now Canada's second fastest growing municipality amongst those with populations greater than 100,000. It has grown from 65,000 people in 1986 to the current population estimate of 335,000.

(Source: York Region, June 30, 2015)

Vaughan is a multicultural city with the growing communities of Concord, Kleinburg, Maple, Thornhill, and Woodbridge. More than 99 languages are spoken within its borders. As it grows, the City knows it needs to understand and meet the needs of persons with disabilities. Estimates indicate that about one in seven persons in Canada will experience a disability during their lives, a number that will increase to one in five by 2035. That represents a significant number in Vaughan (approximately 43,294 currently). It is also worthy to note that an expected population growth is expected to reach 416,600 by 2031.

- Vaughan encompasses the communities of Concord, Woodbridge, Kleinburg, Maple and Thornhill.
- 78% of the population is under the age of 55 and median age is 37.9 years, compared to the provincial average of 40.4 years.
- Median household income according to the 2011 Census was \$93,816 compared to the Ontario median household income of \$66,358.

A Good Place to do Business and Work

Like its people, the economy of Vaughan is diverse, providing stability through all economic cycles. Vaughan is also an entrepreneurial community. Small businesses of twenty or less employees account for most of all business activity in Vaughan.

Over 10,000 businesses are located in Vaughan, employing over 190,000 people. Manufacturing, construction, and wholesale are the largest economic sectors.

It remains critical not to lose sight of the need for accessibility in employment for persons with disabilities.

A City that Plans: For its Entire People

Smart cities plan well ahead. Vaughan is doing just that. Accessibility planning is no exception. In addition to its multi-year accessibility plan, Vaughan has its Accessible Standards for Customer Service Standard policy and its Accessibility policy. The policies give substance to the City's commitment to operate with excellence in accessible customer service for all citizens. Accessibility planning is an essential part of Vaughan's future. By planning for a better quality of life for those persons with disabilities, Vaughan is doing the right thing – for all its citizens.

Vaughan Accessibility Working Groups

Vaughan Accessibility Advisory Committee (VAAC)

The Vaughan Accessibility Advisory Committee is comprised of both community members and members of Council who work collectively as a team to advocate for persons with disabilities. The Accessibility Advisory Committee assists in the preparation and implementation of an Accessibility Plan, provides guidance, and addresses and identifies the needs of the community by the removal and prevention of barriers in the City of Vaughan's by-laws, policies, programs, practices, and services.

VAAC Members

- Regional Councillor Linda D. Jackson, *Chair*
- Brenndon Goodman, *Vice-Chair*
- Pat Acquisto
- Yasmin Bhabha
- Nancy Camilli
- Mimoza Okaj-Camilleri
- Paresh Jamnadas
- Sandra Longo
- Olumuyiwa Olorumfemi
- Joshua Otis

Members of Council:

- Mayor Maurizio Bevilacqua
- Regional Councillor Linda D. Jackson

Staff:

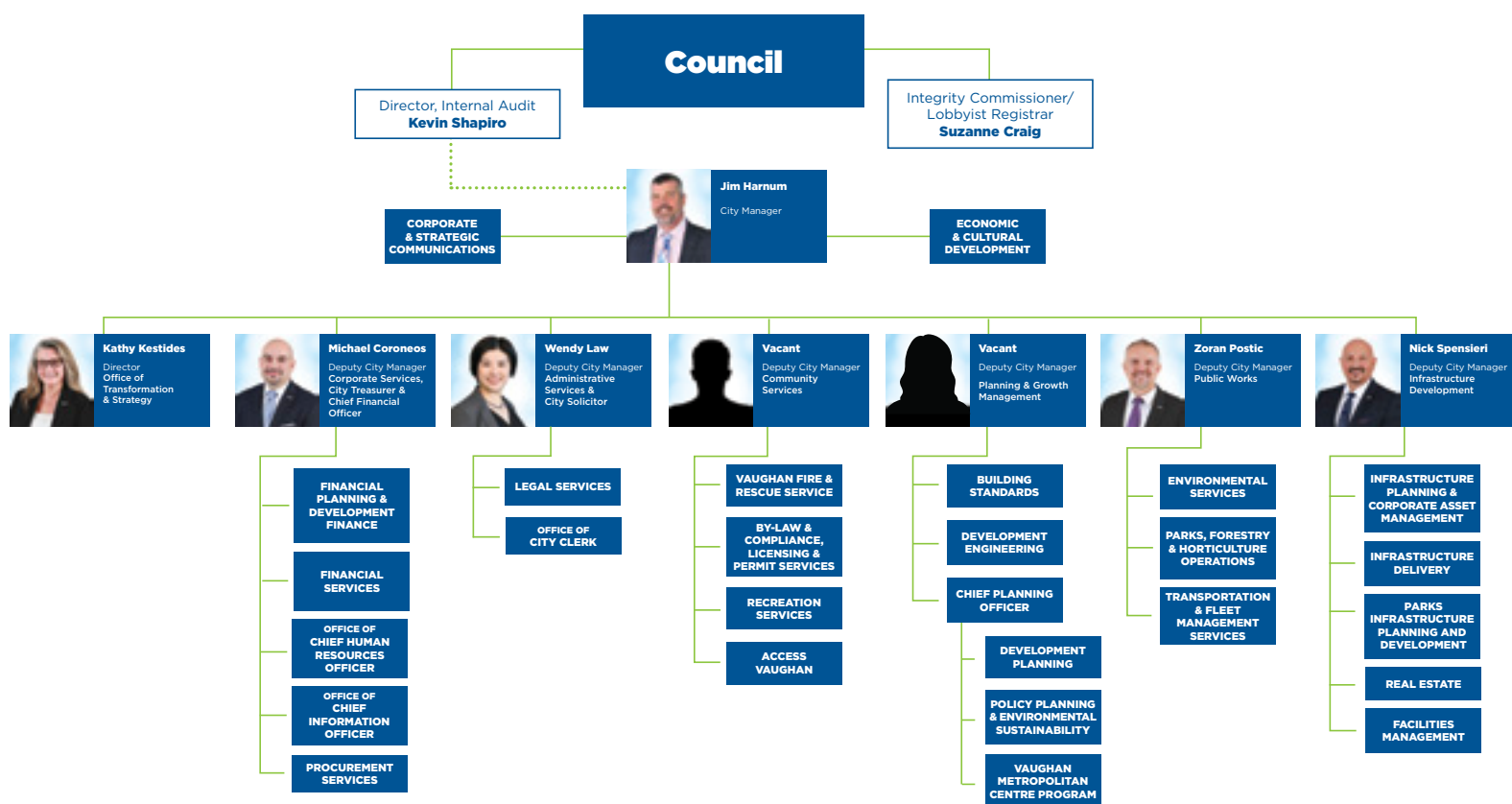
- Zincia Francis, *Diversity and Inclusion Officer*
- Warren Rupnarain, *Accessibility and Diversity Coordinator*
- Robert Orrico, *Manager, Occupational Health, Safety & Wellness*
- John Britto, *Council / Committee Administrator*

The Technical Advisory Committee (TAC)

The Technical Advisory Committee (TAC) develops the Accessibility Plan for Council approval. Its members obtain staff input into the development of the plan. It also communicates internally and externally on matters related to accessibility.

TAC Members

- Mihaela Neagoe, *Recreation Services*
- Stephanie Brienza, *Access Vaughan*
- Dave Merriman, *Facility Management*
- Sharon Walker, *Fire and Rescue Services*
- Jack Graziosi, *Infrastructure Delivery*
- Zoran Postic, *Public Works*
- Morteza Behrooz, *Parks Delivery*
- Otello Santini, *Development Engineering*
- Jennifer Ormston, *Corporate and Strategic Communications*
- Asad Chughtai, *Procurement Services*
- Todd Coles, *Office of the City Clerk*
- Zincia Francis, *Office of the Chief Human Resources*
- Warren Rupnarain, *Office of the Chief Human Resources*
- Luigi Franzoi, *Office of the Chief Information Officer*
- Frank Fazzari, *Office of the Chief Information Officer*
- Sandy Vaderwerff, *Vaughan Public Libraries*



Senior Leadership Team Executive (SLT-E)

The role of Senior Leadership Team Executive (SLT-E) is to provide direction to the TAC and along with City of Vaughan Council, establish priorities and determine resource allocation for the development and implementation of the Accessibility Plan initiatives.

SLT-E Members

- Jim Harnum, City Manager
- Gus Michaels, Acting Deputy City Manager Community Services
- Vacant, Deputy City Manager, Planning and Growth Management
- Zoran Postic, Deputy City Manager, Public Works
- Kathy Kestides, Director, Transformation and Strategy
- Michael Coroneos, Deputy City Manager, Corporate Services, City Treasurer and Chief Financial Officer
- Wendy Law, Deputy City Manager, Administrative Services and City Solicitor
- Nick Spensieri, Deputy City Manager, Infrastructure Development

Accessibility Planning Process

Estimates suggest that about one in seven people in Vaughan have some form of disability. That translates to about 43,294 people in a population of 303,058. To address the particular needs of such a large group of citizens requires Vaughan's accessibility planning to be inclusive, well-structured, professional, and transparent.

There is urgency to this planning. It directly affects the quality of life of families, neighbours and fellow citizens. When good planning is well-executed, the result is good for the entire community.

The City's leadership role in achieving full accessibility is critical. A long-range commitment and effective planning send a clear signal to other sectors (e.g., the private and not-for-profit) that accessibility matters. Vaughan is considered a municipal leader in accessibility. It has worked closely with the Province and has launched dozens of initiatives since accessibility planning began in 2003. The tempo of that planning has increased with the need to develop standards to meet the AODA.

A Model of Collaboration

The planning process takes advantage of a clear structure that engages senior, middle, and front-line managers with staff.

A draft plan is developed for review by the Vaughan Accessibility Advisory Committee and final approval by Council. The goal remains the same as it was in 2003: the best accessibility plan for the people of Vaughan. Plans must offer solutions that reflect priority needs, are user-friendly, and help achieve service excellence for all citizens.

The Background

Ontarians with Disabilities Act, 2001,
Section 11 – Municipal Accessibility Plans states:

Municipal accessibility plans

11.(1) multi-year, the council of every municipality shall,

- (a) prepare an accessibility plan; and
- (b) either,
 - (i) seek advice from the accessibility advisory committee that it establishes or continues under subsection 12 (1), or
 - (ii) consult with persons with disabilities and others, if the council has not established or continued an accessibility advisory committee under subsection 12 (1). 2001, c. 32, s. 11 (1).

Contents

(2) The accessibility plan shall address the identification, removal and prevention of barriers to persons with disabilities in the municipality's by-laws and in its policies, programs, practices and services. 2001, c. 32, s. 11 (2).

- (3) The accessibility plan shall include,
 - (a) a report on the measures the municipality has taken to identify, remove and prevent barriers to persons with disabilities;
 - (b) the measures in place to ensure that the municipality assesses its proposals for by-laws, policies, programs, practices and services to determine their effect on accessibility for persons with disabilities;

- (c) a list of the by-laws, policies, programs, practices and services that the municipality will review in the coming year in order to identify barriers to persons with disabilities;
 - (d) the measures that the municipality intends to take in the coming year to identify, remove and prevent barriers to persons with disabilities; and
 - (e) all other information that the regulations prescribe for the purpose of the plan.
- 2001, c. 32, s. 11 (3).

Commitment to Accessibility Planning

The City of Vaughan is committed to:

- the provision of quality programs and services to all of its citizens;
- the identification and removal of physical barriers to existing and new facilities;
- the participation of people with disabilities in the development and review of its accessibility plans and initiatives;
- supporting the ongoing efforts of the Vaughan Accessibility Advisory Committee; and
- implementation of initiatives that continue to make the City of Vaughan an inclusive and accessible municipality where people of all abilities have the chance to fully achieve their potential.

Mandate

It is the goal of the City of Vaughan to create an accessible community by 2025. The Multi-Year Accessibility Plan and the Accessibility Standards are tools to help the City achieve that goal. The Plan and Standards identify how the City will create a barrier-free community with universal access to its programs, services and facilities.

Every person with a disability should have:

- access to City services, programs and facilities available to the general public
- the rights to dignity, inclusion, privacy and confidentiality
- the opportunities to develop life skills through programs and services
- to meet individual needs and goals; and/or
- a forum where they voice concerns or issues as they relate to accessibility

The collaborative efforts of residents and the City of Vaughan will ensure that full accessibility is achieved, and a barrier-free community is developed.

Objectives

The objectives of the Vaughan Accessibility Plan are to:

- respond to the priority needs of persons with disabilities
- outline corporate accomplishments in creating an accessible, barrier-free environment
- outline the City of Vaughan's commitment to accessibility through the development of the Vaughan Accessibility Plan that:



- identifies the barriers to accessibility and inclusion as they pertain to various municipal services
 - describes suggested improvements each department can make to improve accessibility and inclusion in the services they provide
 - identifies the strategies each department will undertake to achieve their goals as outlined for the period covered
 - outline the City of Vaughan's implementation plan for the Integrated Accessibility Standards Regulation (IASR)
 - communicate the objectives and accomplishments of the City of Vaughan
 - Accessibility Advisory Committee identify corporate accessible customer service goals and objectives in order to remove barriers to customer service in areas, such as:
 - Operational practices
 - Policies and procedures
 - Communications
 - Training
- The Corporate Accessibility Policy has been completed which outlines how the City achieves or will achieve its accessibility objectives through meeting the requirements referred to in the IASR.

Barrier Definitions

| BARRIER TYPE | BARRIER DEFINITION | EXAMPLES OF WHERE TO LOOK FOR BARRIERS FOR PEOPLE WITH DISABILITIES |
|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Architectural barriers | Building design, areas adjacent to the building, shape of rooms, size of doorways, etc. | Exterior to a building, cubicles, interior of a building, washrooms, parking areas, cafeterias, drop-off zones, elevators, hallways, escalators, floors, stairs, carpets, stairwells, lobbies, closets and reception areas, storage areas offices, lighting, sidewalks and traffic signals |
| Physical barriers | Objects added to the environment: doors, windows, elevators, furniture, workstations, recreational facilities, playgrounds, bathroom hardware, planters, etc. | Buildings: furniture, windows, workstations, planters, chairs, bathroom hardware, doors, locks, doorknobs, security systems, recreational facilities: playgrounds, picnic areas, gymnasiums, tracks (indoors and outdoors), swimming pools, playing fields, change rooms, climbing bars, theatres, gymnasium equipment, auditoria – audience, toys, auditoria – stage Transportation: buses, watercraft (e.g., ferries), trains, cars, aircraft and vans |
| Communication barriers | Difficulties receiving information in person or by telephone; difficulties interacting with receptionists, security staff or other staff, difficulties receiving training | Training, public announcements, hand tools manual, machinery, hand tools, electric, carts and dollies |
| Information barriers | Inadequate or incomprehensible signage; difficulties reading brochures, forms, manuals, websites, fax transmissions, equipment labels, computer screens, etc. | Books, forms, printed information, manuals, web-based resources, fax transmissions, signage, equipment labels, bulletin boards, computer screens and brochures Service Delivery: In person, by e-mail, by telephone, via the web, by mail |
| Policy barriers | Rules, regulations, and protocols that prevent you from doing your job as well as possible or from serving the public; or that restrict public; or that restrict public participation | Procurement and purchasing, promotion, job postings, by-laws, hiring, regulations, interviewing, protocols, testing, safety and evacuation and meetings |

| BARRIER TYPE | BARRIER DEFINITION | EXAMPLES OF WHERE TO LOOK FOR BARRIERS FOR PEOPLE WITH DISABILITIES |
|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Technological barriers | Computers, photocopiers, fax machines, telephone, and switches; inadequate or inappropriate assistive technologies; technologies that degrade rather than enhance access for people with disabilities | Computers, fax machines, operation systems, telephones, standard software, TTYs, proprietary software, photocopiers, web sites, appliances, keyboards, control panels, mice, switches and printers |
| Attitudinal barriers | Discriminatory behaviors | Staff who are unable to communicate with people with disabilities; staff who are reluctant to provide services to people with disabilities |



Achievements

The following is an outline of the City of Vaughan's achievements in Accessibility to-date:

Vaughan Accessibility Advisory Committee

- Raised accessibility awareness through community outreach events, participated in the planning and promotion of events during National Access Awareness Week and the International Day of People with Disabilities
- Assisted in the preparation and implementation of the City's multi-year Accessibility Plan
- Provided guidance that identifies and addresses the needs of the community by the removal and prevention of barriers in the City of Vaughan's by-laws, facilities, policies, programs, practices, initiatives, and services

Community Services Portfolio

ACCESS VAUGHAN

- TextNet installed on all Citizen Service Representative's computers. All staff trained on use of TextNet.
- Ubi-Duo purchased for Access Vaughan Information Desk to allow for communication between deaf or hard of hearing patrons in a face-to-face environment.
- Electronic, height-adjustable workstations are being introduced in each year to allow for increased mobility for staff.

FIRE AND RESCUE SERVICES

- The VFRS continues to participate in many City of Vaughan functions, delivering fire safety messages to the community.
- Hand out of age-appropriate items that have safety messaging such as senior's safety cards and senior's safety calendar through B.A.S.S.I.C.
- Alarm for Life campaign. VFRS crews visit neighbourhoods to ensure working smoke alarms and Carbon monoxide detectors are present and in operating condition in every home.
- Remembering when program for seniors on cooking safety, medication and falls prevention.
- Delivered Fire Safety messaging for Libraries.
- After the Heat Program.
- Fire Safety education for High School students.
- Fire Safety education for adults and students with disabilities and special needs.
- Vulnerable occupancy inspections and drills to meet evacuation standards.
- Worked with Canadian Hearing Society to assist and educate clients on the location and type of smoke alarms that should be installed in homes.
- Produced public safety videos in closed captioned format.

EMERGENCY PLANNING PROGRAM

- In partnership with the Region, emergency preparedness for people with disabilities and special needs information has been incorporated into the new Region wide-emergency preparedness guidebook.
- An electronic version of the above guide is posted on the City's website and Vaughan on-line. All public awareness documents posted on the VOL website are in PDF accessible format.
- The City uses the following media sources to issue information in an emergency: Radio, Television, door to door notification, and loud- speaker, messages on auto attendant, website, Twitter, Facebook, newspapers, and mobile signs.
- Emergency shelter plans are completed for all Community Centres that identify space for people with disabilities and special needs, shelter signage in written and pictograms format.
- The program coordinates with York Region Community and Health Services and Community Care Access Centre to identify and render assistance to vulnerable residents during and emergency.
- Program has a generic email address for citizens to make inquiries at PrepE@vaughan.ca

RECREATION SERVICES

- Continue to review and update recreation policies/procedures/forms and training resources to reflect legislation changes.
- Continue to provide residents and customers with disabilities quality goods and services in a timely manner and in a way that preserves their independence and dignity.

- Continue to consult the Accessibility Advisory Committee, the public and people with disabilities for programs and service delivery.
- Ensured that all part-time staff employees and volunteers continue to complete mandatory accessibility training and specialized training.
- Created ID Support Person Procedure to allow free access to recreational services for personal support workers accompanying persons with disabilities to access active opportunities in the community.
- Created Crisis Management Procedure and training module for staff dealing with customers with mental health illness/ behavioural outbursts.
- Continued to host annual public events with focus groups to better address the community needs for persons with disabilities.
- Continued to address gaps in services through community assessment needs and partnerships and developed new inclusive and specialized recreational opportunities (i.e., McMichael's Art gallery art program, EcoSense Outdoor camp, Adaptive Gymnastics etc.).

Customer Service Standard

- Addressed the needs of residents and customers under the Accessible Customer Service Standard by:
 - i) Receiving and responding to feedback,
 - ii) Ensuring that processes are accessible for persons with disabilities,
 - iii) Continuing to post service disruptions on site and online.

Employment Standard

- Continued to prevent or remove systemic employment barriers by regularly engaging youth with disabilities to ensure that they gain volunteer experience and increase training opportunities for future employment through leadership programs.
- Continued to offer mental health training for all seasonal staff.
- Continued to notify about the availability of accommodation for persons with disabilities through the hiring process as per legislated requirements for recruitment.

Information and Communications Standard

- Redesigned and rebranded all departmental brochures to have a consistent look, increased font size, improved colour-contrast
- Developed stand-alone Special Needs section in the Recreation Guide, featuring programming, inclusion support, special events, resources, and assistive devices available for persons with disabilities.
- Incorporated and implemented standards for departmental printed materials and other publications including the website such as:
 - i) simple symbols/icons to represent programming areas
 - ii) larger font size for older adult and special needs sections of the recreation guide
 - iii) digital recreation guide designed in HTML5 ensuring responsive design and accessible user experience
- Incorporated more images that reflect diversity and inclusion into publications, displays and online

- Improved search functionality within the digital online version of the recreation guide (e-guide)
- Featured the free language line translations service in the recreation guide (online)
- PDF formats of all publications online; departmental forms are in PDF format with typewriter-enabled functionality
- Developed a resource manual for staff on how to create accessible documents
- Continued to post all major service disruptions on site, online and social media
- Established accessibility guidelines for departmental public events

Transportation Standard

- Continued to collaborate with the bussing service provider that accessible bussing is available during summer camp and YR Mobility Plus to ensure that participants are dropped off and picked up on time to programs.

Design of Public SpacesStandard / Built Environment

- Continued to audit the recreation facilities in collaboration with Facility Management Department, Accessibility and Diversity Coordinator and developed a priority accessibility checklist.
- Continued the collaboration with the Facility Management department and improved the access for the public and people with disabilities through accessibility retrofits during renovation projects:
 - i) Installation of universal washrooms
 - ii) Automatic door openers,
 - iii) Signage and additional accessible parking
 - iv) Accessible service counters

Infrastructure Development Portfolio

FACILITY MANAGEMENT

Vaughan City Hall (VCH) | Rick Hansen Foundation Accessibility Certification (RHFAC) - Gold

In October 2019, Vaughan City Hall achieved a certification level of RHF Accessibility Certified Gold from the Rick Hansen Foundation Accessibility Certification™ (RHFAC) program, making it the first RHFAC Gold municipal building in Canada.

This achievement speaks to the City's commitment to accessibility and inclusion, aligning to the City's vision – a city of choice that promotes diversity, innovation and opportunity for all citizens, fostering a vibrant community that is inclusive, progressive, environmentally responsible and sustainable.

The Rick Hansen Foundation Accessibility Certification™ (RHFAC) program works to help improve accessibility of the built environment in Canada – the places where we live, work, learn and play.

Facility Management staff, in consultation with the Accessibility and Diversity Coordinator (OCHRO), implemented numerous accessibility enhancements at VCH including:

- Automatic door operators (ADOs)
- Tactile walking surface indicators
- Tactile surfaces around water fountain
- Blue-coloured accessible seating (indoor & outdoor), tables and counters
- Tactile/braille signage
- Designated area of refuge
- New evacuation chairs
- Door swing indicators
- Accessible ramps
- Accessible playground

Key Areas of Success:

- East and west entrances are highly accessible with push button operators, recessed weather mats, wide doorways, and sufficient opening time
- Both main entrances also provide shelter and seating
- Exterior stairs and ramps are wide to accommodate all users
- Interior stairs and ramps have Tactile Attention Indicators (TAIs) to indicate change in level
- Interior elevator controls are tactile and at accessible heights; audio/visual/voice commands provide clear indication of operation and door reopening device works well
- Corridors and hallways are clear and wide, enough for flow of public users and staff
- Seating is varied and located on all floors/ areas with plug-in access
- Lighting levels are maintained throughout the building
- All reception desks and service counters have both low and high counters for service

Vaughan Civic Centre Resource Library (VCCRL) | RHFAC - Gold

In December 2019, the Vaughan Civic Centre Resource Library (VCCRL) achieved the RHF Accessibility Certified Gold designation from the Rick Hansen Foundation Accessibility Certification (RHFAC) program.

Facility Project Manager, in consultation with the Accessibility and Diversity Coordinator (OCHRO), implemented numerous accessibility enhancements at VCCRL including:

- Automatic door operators (ADOs)
- Tactile/braille signage
- Designated area of refuge
- New evacuation chairs
- Door swing indicators
- Accessible playground

Exterior and Interior Accessibility Highlights:

- Wide accessible parking spaces
- Large passenger drop-off area is level and well-lit, all near the library entrance.
- Overhead structure design and excellent signage clearly identifies the fully accessible main entrance
- Wide doors with automatic sliders and colour contrast warning strips, offer sufficient opening time with level threshold; interior doors are lightweight and easy to operate
- All book shelving and services are reachable from a seated position, including the magazine racks and electronics
- Self-checkout desk can raise and lower to accommodate all users
- The sound dampening is excellent; the acoustic applications do not allow for sound to travel, resulting in a space that is quiet and easy to work or read in - even when there are a lot of people about

Automatic Door Operator (ADOs) Program

New automatic door openers in City buildings improve ease of access for visitors, citizens, and staff alike.

ADOs installed at Al Palladini and Dufferin Clark community centres to improve ease of access throughout the buildings as well as better accommodate special needs program participants

Vaughan City Hall (VCH)

Additional accessibility enhancements to be implemented based on the RHFAC certification feedback, as well as AODA, OBC and Human Rights Code requirements:

- Developed Inclusive Design Standards (IDS) - Completed in 2020
- Source and implement accessible podium
- Install sliding doors at the main entrance
- Install additional tactile plates

North Thornhill Community Centre (NTCC) and Pleasant Ridge Library (PRL) | RHFAC - Gold

Initiated preparations for the RHF Accessibility inspection and certification of NTCC and Pleasant Ridge Library.

New building upgrades implemented at NTCC to meet AODA, OBC and Human Rights Code requirements, such as:

- Automatic Door operators (ADOs) for washrooms, change rooms and fitness centre
- Tactile plates at Exit stairs - Porcelain black 12"x12" contrasting tiles
- IBC NITE GLOW and FLEX TRED at stair nosings and railings
- Outdoor accessible parking spaces to comply with new requirements
- Parking spaces for persons with limited mobility (new initiative)
- Evacuation chair (E-vac chairs)

- New signage for drinking fountains
- Glow-in-the-dark fire extinguisher signage
- Colour-contrasting accessible benches at the pool viewing areas
- Colour-contrasting accessible benches at the pick-up and drop-off areas
- Accessible podium
- Designated and colour-coordinated markings for passenger pick-up and drop-off areas
- Grab bars and napkin disposal units installed in washrooms
- Outdoor picnic areas
- Accessible reception counter
- Tactile braille signage
- Three designated Areas of Refuge as per the approved Fire Safety Plan
- Accessible tennis courts
- Tactile walking surfaces throughout the parking lot areas
- Line painting indicating walking areas
- Large EXIT signs
- Proper signage at main entrances

In March 2020, NTCC and PRL received RHFAC Gold Certification, making it the City's third building to be certified gold, first community centre and second library.

DEVELOPMENT OF INCLUSIVE DESIGN STANDARDS (IDS)

The Office of the Chief Human Resources Officer (OCHRO) and the Facility Management department, along with SPH Planning and Consulting, have developed the City's first Inclusive Design Standards (draft).

During the design, planning and construction of accessible spaces and buildings, a wide range of opportunities exist not only to optimize independent access for persons with disabilities but also to improve accessibility for all users. The purpose of the City of Vaughan's IDS is to provide practical examples of solutions that optimize accessibility for new construction or for the renovation of existing facilities, owned or leased by the City.

These standards were developed with recognition to diversity; barrier removal; provincial directions; and changing demographics.

The IDS is a "living document", expected to evolve over time to meet best practices, future changes that may be related to the Ontario Building Code (OBC) and requirements for the design of the Built Environment as part of the Accessibility for Ontarians with Disabilities Act (AODA) and related Design of Public Spaces Standards (DoPS).

Expand Automatic Door Operators (ADO) Program

More installations at various City sites are planned, including Woodbridge Pool and Memorial Arena, the Joint Operations Centre (JOC), Vaughan City Hall and community centres.

Implement Accessibility Upgrades at City Facilities

Continue to implement accessibility upgrades at various City facilities such as community centres, City Hall, libraries and JOC as per OBC, AODA and Ontario Human Rights Code requirements, including:

- Install tactile plates (community centres, JOC and City Hall)

- Develop and install accessible signage (community centres, JOC and City Hall)
- Incorporate accessibility parking signs and pavement markings as well as family-designated parking spaces and signs (persons with limited mobility)
- Introduce and/or enhance wayfinding program
- Source and implement accessible podiums (community centres)
- Install Hearing Induction Loops (community centres, JOC and City Hall)
- Introduce steel tactile domes for interior stairways (community centres)
- Enhance wayfinding signage
- Source and install accessible picnic tables (community centre outdoor areas)
- Source and install accessible interior and exterior benches
- Sliding Door upgrade replacement (Maple Community Centre main entrance)

Undertake RHF Certification for other City facilities

Move forward on attaining RHF certification for various community centres, libraries and fire stations.

Review and Update Emergency Plans and Procedures

With a lens on improving accessibility, in consultation with OCIO, Facility Management will review and update existing emergency plans and procedures as it relates to:

- Maps
- Warning signs and evacuation routes (e.g., a map pointing out emergency exits)

- Information about alarms or other emergency alerts (e.g., procedure that explains what to do if you hear a fire alarm)

Evaluate and Update Feedback Processes

With a lens on improving accessibility, evaluate and update current internal and external feedback processes for employees and the public. For example, instead of providing only one method for feedback (e.g., hand-written letters) be ready to receive feedback in other ways (e.g. over the telephone, by email, questionnaires, or comment cards).

Review and Enhance Forms of Public Information

Explore opportunities to enhance communication methods and formats for communicating to the public, including:

- All print documents distributed
- Information posted on the City website and handheld devices
- Types of accessible formats: HTML and Microsoft Word / braille / accessible audio formats
- Large print/text transcripts of visual and audio information

Review and Enhance Communication Support

Explore opportunities to enhance communication support for citizens with various abilities, such as:

- Reading the written information aloud to the person directly
- Exchanging hand-written notes (or providing a note taker or communication assistant)
- Captioning or audio description

- Assistive listening systems
- Augmentative and alternative communication methods and strategies (e.g., the use of letter, word or picture boards, and devices that speak out)
- Sign language interpretation and intervenor services
- Repeating, clarifying or restating information

Investigate Supplementary Tools for Accessible Information

Investigate the use of supplementary tools to improve the accessibility of information:

- **American Sign Language (ASL):** Uses hand shapes, positions, facial expressions, and body movements to convey meaning to people who are deaf or hard of hearing.
- **Braille:** Is a tactile system of raised dots representing letters or a combination of letters. It is used by people who are blind or deafblind and is produced using braille transcription software.
- **Captioning:** Uses subtitles to convey the words spoken in a video. They usually appear on the bottom of the screen.
- **Digital Accessible Information Systems (DAISY):** Is an audio format for people who have trouble with print — including limited vision and learning disabilities like dyslexia. DAISY digital talking books are like audio books but include navigation features to help readers skip forward or back through the material.



PARKS DELIVERY

Through collaboration with residents and stakeholders, Parks Delivery is committed to supporting the development of an innovative, accessible, sustainable and safe Parks and Open space system that fosters physical activity, health and wellness for all citizens while meeting the City's strategic parkland objectives.

Activities Pertaining to Accessibility

- Delivered one (1) new district park in 2019 named Chatfield District Park. This park is 14 acres of innovative, high quality facilities that provide significant opportunities for inclusiveness through numerous accessible park amenities and park features including use of barrier free Universal Accessible Design Principals. These include numerous seating opportunities, picnic tables with only three fixed seats, accessible swings, rubber tile playground surface with flush entry into playground area, transfer stations and multiple ground level play components. This park also included a washroom/changeroom building with a universal accessible washroom.
- Delivered four new neighbourhood parks in 2018-2019 including, Butterfly Heights, Easts Corners, Woodgate Pines and Porter Park. These parks provide opportunities for inclusiveness through numerous accessible park amenities and park features including use of barrier free Universal Accessible Design Principals. These include numerous seating opportunities at all sites, tables with only three fixed seats, accessible swings, depressed concrete curbs or ramps, and playground ramps and/or transfer stations.
- Several other new neighborhood parks are currently under construction including Carrying Place Common, Summit Park, Klein Mills Park, Glengarry Square and Maple Station Park. These parks will provide opportunities for inclusiveness through accessible park amenities and park features including use of barrier free Universal Accessible Design Principals and accessible playgrounds.
- Continued implementation of the new standards for accessible playground safety surfacing (wood carpet engineered mulch) in all new and significant retrofits of playground precincts within the City of Vaughan parks, including Mario Plastina Park, Marita Payne Park, Crofters Park, Ross Guerreri Park, Dufferin District Park, Matthew Park and Ahmadiyya Park. Planned implementation for 2020 includes Maple Airport, Bathurst Estates and Sonoma (rubber tile surfacing).
- In 2018 and 2019 Parks Delivery redeveloped playgrounds to include accessible play features, concrete ramps and wood carpet surfaces at Almont Park, Chateau Ridge Park, Fossil Hill Park, Vaughan Mills Park and West Maple Creek. Planned implementation for 2019-2020 include Conley North Park, Newport Square Park, Alexander Elisa Park, Father Ermanon Bulfon Park and Marco Park.
- In 2018 and 2019 Parks Delivery resurfaced several sports courts to include accessible routes to the facility with barrier free designs e.g. California Style fencing for tennis courts which has a 12m opening on the sideline fence on both sides with an accessible walkway flush to the court. These include tennis courts at Promenade

Green Park and Conley South Park and basketball courts at Dufferin District Park, Joseph Aaron Park, Marita Payne Park, Rosedale North Park and Rose Mandarin Park. Other resurfacing projects anticipated to be implemented over the remainder of 2019 and 2020 are Alexander Elisa Park basketball court and Marco Park tennis court.

- In 2018 Parks Delivery installed trail signage on the Bartley Smith Greenway Trail system and coordinating with Parks Operations on a signage component to address occasional flood conditions within open space areas.
- Upcoming design of parks and trails will be undertaken with accessibility and barrier free Universal Accessibility Design Principals as a forefront requirement in all areas including playgrounds, active facilities, path of travel, washrooms, and parking, etc.
- Notices for public open houses are advertised through mail out, mobile signs, Parks Development website, City page and often through the local Councillor's office. PDF's on City website are in accessible format.
- Facility and trail closures are advertised on City Page and City website and signed on site to help educate about barriers and disruptions of normal use.

Planning and Growth Management Portfolio

BUILDING STANDARDS

- Addressed physical barriers by reviewing the construction plans to the new Civic Centre to meet accessibility standards.
- Addressed architectural, physical barriers to the actual Civic Centre by finding interim solutions.

- Staff are members of the "Accessible Built Environment Standards" committee.
- Staff undertook Accessibility for Customer Service Training
- Addressed front counter issues by adding barrier-free seating and removing obstructions from lower-section of counter space.
- Streetscape master plans need to be designed in a manner which is accessible and safe and conform to the Accessibility Ontarians with Disability Act (AODA). The Concord West Streetscape Plan (in progress) and the Centre Street Plan (in progress) both include Unilock CNIB-approved tactile grooved concrete pavers at intersection ramps along Regional Road 7, matching the proposed VivaNext standard. Sidewalks in both streetscape plans are minimum 2.0m wide.

DEVELOPMENT PLANNING

- Universal accessibility and inclusivity for residents, workers and visitors to Vaughan is a key policy to addressing land use planning challenges and managing future growth in the Vaughan Official Plan, 2010.
- Addressed accessibility matters related to the Site Plan Review process through the creation and implementation of the Site Plan Accessibility Impacts Checklist. 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.

Public Works Portfolio

- Implementation of CRM system will enable ongoing monitoring of customer inquiries to enhance continuous improvement.
- Street lighting improvements and installation via a 5-year program to upgrade the street lighting in the old sections of the City is ongoing.
- Public Works staff received Awareness Training Fall of 2009. Refresher training and training for new staff is ongoing.
- Mobility/physical barriers have been addressed. Maintenance of the program continues as follows:
- Repairing/replacing sidewalks in accordance with Ministry regulations
- Continuing to provide a residential driveway windrow clearing program
- Repairing potholes in accordance with Ministry regulations
- Respiratory barriers have been addressed and continue to be addressed by:
- Providing regular street sweeping program; street watering/flushing as required.
- Purchasing and using regenerative air type street sweepers (dustless streetsweepers) which facilitate in the lowering/elimination of particulate matter in the environment
- Applying dust suppressants to rural gravel roads, as required, to help people with allergies.
- Communicate severe flooding issues by placing information on our website
- GPS tracking program designed to allow communication of the status of snow clearing operations

Corporate and Strategic Communications

- Expanded use of video clips on the corporate website as an alternative communications vehicle to the printed word.
- All videos created by Corporate and Strategic Communications feature descriptive text to provide context to content.
- “Accessibility” is a key message used in speeches and briefing notes.
- All design materials feature font and design elements that consider accessibility and AODA standards.
- A dedicated website section on accessibility has been created.
- The use of HTML coding (readable) on all new City web pages and the use of readable PDF files formats allows information to be read by online audio programs.

Procurement Services

- Customer service standards training completed by all staff members and contractor’s accessibility training is incorporated in standard bid templates starting January 1, 2010.
- Bid results can be viewed online or by a voice message through the purchasing telephone message centre.
- As per new clause in our bids, “Contractors and their staff who interact with the public on behalf of the Corporation of the City of Vaughan shall be required to be appropriately trained on “Accessibility Standards for Customer Service”.

- When procuring goods, services and construction, the city of Vaughan will incorporate accessibility criteria and features. Where applicable, procurement documents will specify the desired accessibility criteria to be met and provide guidelines for the evaluation of proposals in respect of those criteria.

Office of The City Clerk

- Addressed hearing barriers by providing assistive listening devices and sign language services upon request for the Vaughan Accessibility Advisory Committee/Council meetings, in office meetings and public events, civil marriage ceremonies, and in the Council Chambers and Committee Room
- Addressed barriers by providing accessible voting equipment for the advance voting; provided magnification sheets at all voting locations and pads of paper for communications
- Addressed barriers by ensuring that all voting locations are accessible
- Council, Committee, Committee of Adjustment, Election and City Archives documents are posted on the Internet in an accessible electronic format.
- Dual height accessible podium in the Council Chambers
- Implementing closed captioning of webcasts of Committee and Council meetings

Office of The Chief Human Resources Officer

- Employ an Accessibility and Diversity Coordinator
- Reviewed new standards and determined gaps with existing HR related programs/ procedures and revised all programs and procedures accordingly
- Reviewed new employment standards and presented information on standard and existing City programs and procedures to Accessibility Advisory Committee
- Worked with Accessibility Advisory Committee to gather input as to how best to meet the new standards and how to improve existing programs/procedures.
- Provided accommodation to a significant number of staff and candidates who required accommodation for recruitment and employment purposes.
- Documented individualized accommodation plans, written processes in place for the development of individualized accommodation plans.
- Addressed Emergency Notification requirement by developing form to gather required information and work with employee, supervisor, and fire warden to ensure appropriate emergency plans are implemented.
- Revised the terms of reference for the Vaughan Accessibility Advisory Committee and coordinated meetings to enhance the role the committee plays in improving accessibility for Vaughan residents.
- Collaborated with Facility Management on Gold accessibility certifications from the Rick Hansen Foundation.

- Launched Accessibility Champions Awards Program
- Hired Diversity and Inclusion Officer leadership position

Office of the Chief Information Officer

- The following enhanced accessibility features have been added to our internal (VOL Intranet) and external (vaughan.ca) websites:
- 3 A's for font size
- Colour-contrast controls
- "eSSential Accessibility" assistive software
- Acquired "SiteImprove" web governance services which includes an accessibility audit module to review WCAG 2.0 level AA compliance according to W3C guidelines
- Created Website Guidelines for staff, which include tips on making our vaughan.ca website and PDF documents accessible
- Supported the Finance department by installing touch screen technology so that people with physical difficulties can access property assessment information
- Ensuring the Feedback process is accessible and allows residents to provide feedback in a variety of methods (i.e. e-mail, phone, TTY, in person)
- Addition of Video Closed Captioning for all Council, Committees and Board meetings
- Dictate and Read Out Loud and Check Accessibility features have been enabled for all staff using Microsoft Outlook, Word, and PowerPoint. All staff can leverage built-in accessibility tools offered through Windows 10 via their workstations

- Participation in the development of the Customer Service Standard for Accessibility (e.g. alternate formats, feedback mechanisms)
- Acquiring a new web content management system with the goal for WCAG 2.0 Level AA compliance starting in 2021 as current features are updated and new content/features are implemented
- Working with various stakeholders, the City of Vaughan is working towards making all websites accessible to people with disabilities by conforming to international standards for website accessibility (IASR Section -14)
- Renewed our commitment with "SiteImprove" to run accessibility checks on all websites. Website accessibility improvements will coincide with the new web content management system
- Added alternative format disclaimer to City's external website
- Addressed technological barriers by retrofitting computer screens, computer mice for City employees

Vaughan Public Libraries

All libraries now have a lowered service desk area to comply with AODA standards regarding wheelchair accessibility. Have installed sliding entry doors at eight of VPL's ten libraries. For remaining two locations it is not feasible at this time to complete any such work.

- Completed renovations to the Dufferin Clark, Woodbridge, Kleinburg, Maple, Ansley Grove and Pierre Berton Resource library branches that included providing for an AODA compliant service desk

- Built and opened new library branches at Pleasant Ridge, Civic Centre Resource and Vellore Village that incorporates current AODA standards
- Completed renovation at Kleinburg branch that new entry way and exterior pathway that improved accessibility to lower level of branch for those with mobility issues;
- Provided each branch with magnified bookmarks that assist visually impaired persons to be able to more easily read regular text materials
- Improved access to information and collection development: talking books, descriptive videos, closed caption videos, high interest books and low vocabulary books; account information is available in person, telephone or internet; hold pick-up notifications; notification about overdue and renewal items also available by telephone or email
- Homebound services available for customers who cannot visit library and service, while animals and support persons welcome at all locations
- Completed renovation for two small, original washrooms into one large accessible washroom with parent and child needs for the Woodbridge branch
- Purchased electric height adjustable table for public to use at each library branch
- Added electric door-openers at Ansley Grove branch for the male and female washrooms
- Built large universal washroom at Bathurst Clark Resource branch by converting two small standalone washrooms
- Added lights to existing alarm systems for hearing impaired library uses
- Each branch is equipped with at least one assistive technology self-checkout station
- Provided wayfinding and tactile signage at all three resource branch locations
- Enhanced overall lighting at Ansley Grove branch for visually impaired library users
- Male and female bathrooms upgraded with reduced height vanities and hand dryers available; assistive technology enabled door openers
- Raised bottom shelved materials to improve access



Conclusion

The City of Vaughan is very proud of its achievements towards the goal of making the City fully accessible to all people no matter their circumstances. Not only does the City strive to be legislatively compliant but to take a best practice approach towards the City becoming as accessible as possible.

The City of Vaughan is committed to ensuring all aspects of City services are fully accessible through the continued identification, removal and prevention of barriers to accessibility. The City's achievements and challenges in this regard are laid out in the City of Vaughan's Accessibility Plan.

The City remains committed to the ODA and AODA accessibility goals and will continue to work with the provincial government on the development and implementation of the Accessibility Standards under the AODA.





Hon. **Maurizio Bevilacqua, P.C.**
Mayor of Vaughan

maurizio.bevilacqua@vaughan.ca
905-832-2281 ext. 8888
vaughan.ca/**Mayor**



Mario Ferri
Regional Councillor,
Deputy Mayor

mario.ferri@vaughan.ca
905-832-2281 ext. 8999
vaughan.ca/**Regional1**



Gino Rosati
Regional Councillor

gino.rosati@vaughan.ca
905-832-2281 ext. 8441
vaughan.ca/**Regional2**



Linda D. Jackson
Regional Councillor

linda.jackson@vaughan.ca
905-832-2281 ext. 8085
vaughan.ca/**Regional3**



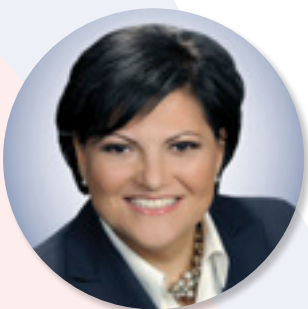
Marilyn Iafrate
Ward 1 Councillor

marilyn.iafrate@vaughan.ca
905-832-2281 ext. 8344
vaughan.ca/**Ward1**



Tony Carella
Ward 2 Councillor

tony.carella@vaughan.ca
905-832-2281 ext. 8386
vaughan.ca/**Ward2**



Rosanna DeFrancesca
Ward 3 Councillor

rosanna.defrancesca@vaughan.ca
905-832-2281 ext. 8339
vaughan.ca/**Ward3**



Sandra Yeung-Racco
Ward 4 Councillor

sandra.racco@vaughan.ca
905-832-2281 ext. 8342
vaughan.ca/**Ward4**



Alan Shefman
Ward 5 Councillor

alan.shefman@vaughan.ca
905-832-2281 ext. 8349
vaughan.ca/**Ward5**



For more information about this Accessibility Plan
or accessibility in Vaughan, please contact:

City of Vaughan

Office of the Chief Human Resources Officer

Warren Rupnarain,
Accessibility and Diversity Coordinator

905-832-8585 ext. 8641
warren.rupnarain@vaughan.ca



Appendix A.

Accessibility Plans

Appendix A. // Accessibility Plans

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1.0 // Barrier Definitions

| Barrier Type | Barrier Definition | Examples of where to look for barriers for people with disabilities |
|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Architectural Barriers | Building design, areas adjacent to the building, shape of rooms, size of doorways, etc. | Exterior to a building, Cubicles, Interior of a building, Washrooms, Parking areas, Cafeterias, Drop-off zones, Elevators, Hallways, Escalators, Floors, Stairs, Carpets, Stairwells, Lobbies, Closets and Reception areas, Storage areas offices, Lighting, Sidewalks and Traffic Signals |
| Physical Barriers | Objects, added to the environment: doors, windows, elevators, furniture, workstations, recreational facilities, playgrounds, bathroom hardware, planters, etc. | Buildings: Furniture, Windows, Workstations, Planters, Chairs, Bathroom hardware, Doors, Locks, Doorknobs, Security systems, Recreational facilities: Playgrounds, Picnic areas, Gymnasiums, Tracks (indoors and outdoors), Swimming Pools, playing fields, Change Rooms, Climbing bars, Theatres, Gymnasium equipment, Auditoria – audience, Toys, Auditoria – stage Transportation: Buses, Watercraft (e.g., ferries), Trains, Cars, Aircraft |

| Barrier Type | Barrier Definition | Examples of where to look for barriers for people with disabilities |
|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | and Vans |
| Communication Barriers | Difficulties receiving information in person or by telephone; difficulties interacting with receptionists, security staff or other staff, difficulties receiving training | Training, Public announcements, Hand tools manual, Machinery, Hand tools, electric, Carts and dollies |
| Information Barriers | Inadequate or incomprehensible signage; difficulties reading brochures, forms, manuals, websites, fax transmissions, equipment labels, computer screens, etc. | Books, Forms, Printed information, Manuals, Web-based resources, Fax transmissions, Signage, Equipment labels, Bulletin boards, Computer screens and Brochures Service Delivery: In person, By e-mail, By telephone, Via the web, By mail |
| Policy Barriers | Rules, regulations, and protocols that prevent you from doing your job as well as possible or from serving the public; or that restrict public; or that restrict public participation | Procurement and purchasing, Promotion, Job postings, By-laws, Hiring, Regulations, Interviewing, Protocols, Testing, Safety and Evacuation and Meetings |
| Technological Barriers | Computers, photocopiers, fax machines, telephone, and switches; inadequate | Computers, Fax machines, Operation Systems, Telephones, Standard software, TTYs, Proprietary software, |

| Barrier Type | Barrier Definition | Examples of where to look for barriers for people with disabilities |
|----------------------|----------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| | or inappropriate assistive technologies; technologies that degrade rather than enhance access for people with disabilities | Photocopiers, Web sites, Appliances, Keyboards, Control panels, Mice, Switches and Printers |
| Attitudinal Barriers | Discriminatory behaviors | Staff who are unable to communicate with people with disabilities; staff who are reluctant to provide services to people with disabilities |

2.0 // Community Services Portfolio

The Community Services Portfolio consists of Access Vaughan, By-Law and Compliance, Licensing and Permit Services, Fire and Rescue Services and Recreation Services.

2.1 // Access Vaughan

Access Vaughan is a front-line contact centre offering Vaughan citizens access to information and referral through telephone, email, and an information desk.

| Accessibility Barrier | Barrier Type | Suggested Improvements | Expected Benefits / Success Indicators | Strategy for Completion | Completion Date |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|
| No priority ranking for customers who call back if they are disconnected or if they hang up after they have been placed on hold for too long by another department | Technological | Install priority ranking program or determine an appropriate time for the correct person to contact the customer Exploring a call back feature. | Improve the ability of customers with disabilities to have inquiries and problems successfully dealt with improved customer service and satisfaction | Develop procedures for staff awareness training. Staff may record information and time that appropriate staff person can return the customer's call. TextNet contact has been set as a priority. Investigate opportunity with IT to implement top of the queue function | Completed - all staff trained on disability awareness |
| No TTY or TextNet for customers who are deaf or hard of hearing Have both TTY and TextNet now. We also have UbiDuo for face-to-face texting needs. | Technological | Install TextNet for real-time texting communication | Fast and effective communication with customers who are deaf or hard of hearing and who have access to electronic texting devices such as TTY and internet | Consider installing TextNet or another real-time electronic communication system that is accessible to staff, and the public | Complete All staff in Access Vaughan have been trained. |

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| Residents who do not speak fluent English. | Communication | Provide a service that allows the resident to interact in their language. | Proper/correct information exchange between the resident and the CSR using Language Line interpreting services | Access Vaughan staff can contact Language Line services during operating hours to access over 150 different languages to better serve callers and/or patrons at the Information Desk. | All staff in Access Vaughan have been trained. |
| Fax machine and boxes are in the path of travel making it difficult for a person with a walker, wheelchair, or poor vision to maneuver Fax machines are now electronic (via email) | Physical | Ensure a continuous, obstacle free path of travel at least 3'-6" (1067mm) wide* | Improve maneuverability for persons with mobility or visual disabilities or assistive devices | Address issue if needed. Move items if needed | As required |
| Copier does not have adjacent shelf or table space to place items for copying | Physical | Relocate copier or other furniture to create space for a small shelf / table to be placed adjacent to copier | Staff can more quickly and independently organize materials and use equipment | Relocate copier if required | As required |

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| Photo copier/ printer is too high to access the paper feed and to see the controls for persons in wheelchairs | Physical Technological | Review accessibility features of manufactured products prior to purchasing Controls and paper feed should not exceed 34" (863mm) high* | Improve the ability of staff with physical disabilities to use equipment independently | Develop procedures for staff awareness training of when and how to offer assistance. Replace copier if needed When replacing the existing copier, consider accessibility features | As required |
| Handle on staff locker is awkward to operate | Physical | Install locker with easy to open doors with lever or d shaped handles | Easy and independent access for persons with various physical disabilities | Develop procedures for staff awareness training | Individual lockers in city hall are part of the new desk set-up but do not have any levers or handles. Adjust as required. |
| Top shelf in locker is too high for persons in wheelchairs or person of short stature to reach | Physical | Install locker with storage units below | Increase reachable and useable storage space | Develop procedures for staff awareness training | Each station has an individual locker area with a shelf. Adjust as required. |

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| Desktops are not height adjustable | Physical | Replace with height adjustable desks | Increase the ability of staff to work comfortably for longer periods of time | Replace with adjustable desktops if required by staff. Capital budget submitted for year 2013 to install electronic height adjustable workstations. | Desktop height is not adjustable with new stations and appropriate keyboard trays for stand/sit have not yet been installed. |
| Narrow pathways and shortage of storage space create areas where some filing cabinets cannot be reached by persons in wheelchairs or other assistive devices | Physical | Provide storage elsewhere, remove excess items | Improve the ability to reach required materials and supplies and improve maneuverability space and safety | Develop procedures for staff awareness training | Complete |
| Office telephones have small keypads with poor colour contrast leaving numbers difficult to distinguish | Technological | Replace with telephones with larger keypads in contrasting colours | Improve speed and accuracy using telephones for staff with low vision | Replace if required by staff | As required |
| Telephones are not equipped with auditory caller id for persons with low vision | Technological | Include telephones with this feature as staff requires them | Staff with visual limitations will be able to operate telephones more effectively | Replace if required by staff | As required |

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|----------------------------------------------------------------------------------------|---------------|-------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|------------------------------|----------------------------------------------------|
| Office computers lack accessibility features | Technological | Reasonable accommodation will be made for staff if required | Staff will be able to deal with assigned duties | Replace if required by staff | As required |
| Fire extinguisher is beyond reach of persons of low stature and persons in wheelchairs | Physical | Lower fire extinguishers so that persons in wheelchairs can safely reach them approx. 3'10" (1168mm) * from floor | Improved ability of staff to reach and operate emergency devices | Lower fire extinguisher | No fire extinguisher in Access Vaughan department. |

2.2 // Vaughan Fire and Rescue Services

The Vaughan Fire and Rescue Service (VFRS) are committed to enhancing the quality of life of the citizens of Vaughan. The “protection of lives and property” is a generalized statement that encompasses several specialized services provided by the Vaughan Fire and Rescue Service. A goal of the VFRS – to stop fires before they start – is a commitment to our community. Businesses in Vaughan can rely on the Fire Prevention Division to seek their compliance and help them develop a comprehensive fire safety program and to assist in all matters pertaining to the Fire Code.

Fire Safety Education Programs include lectures, practical demonstrations, and special projects. The educational programs not only address the business community, they reach out into schools and community organizations.

The 320 men and women of the VFRS work in unison from nine fire stations to ensure our citizens receive emergency services quickly and efficiently. The VFRS prides itself on serving our community in a professional and courteous manner. The Operations Division (formerly Fire Suppression) is prepared to meet the ever-changing needs of our community. In addition to fire suppression services, we provide such specialized services as technical rescue, medical assistance including defibrillation, auto extrication and response to hazardous materials emergencies.

The VFRS is committed to each citizen so the quality of their lives, through service, is enriched.

| Accessibility Barrier | Barrier Type | Suggested Improvements | Expected Benefits / Success Indicators | Strategy for Completion | Completion Date |
|--------------------------------------|---------------|----------------------------|----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| Information/ Communication to public | Informational | Public/ Education Meetings | | <p>Reference in public notices, to special assistance available for members of the public including a TTY reference number</p> <p>Use of accessible locations that address items of great public interest late in the day or in the evening, to accommodate work or travel schedules</p> | Ongoing |

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| Practice/policy | Attitudinal | Increase Communication Information | Increased awareness of staff to the needs of persons with disabilities through staff participation in inclusivity training | <p>Will provide staff with an introduction to the information to serve persons effectively and respectfully with disabilities</p> <p>Fire recruits will receive training on human rights and workplace harassment policies</p> <p>New employees/management staff receives orientation to corporate human rights policies and disability awareness sensitivity training</p> | Ongoing |
| Customer feedback | Policy/practice | Informational, Physical, Technological, Communicational | <p>Increased awareness of fire safety for persons with disabilities</p> <p>Continuous incorporation of practices in development of all new products</p> | Increased use of e-mail notice lists where possible, using a communication tool that is immediate and enables the division to reach more people at low cost This is also a more accessible form of communication for some people with disabilities | Ongoing |

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|-----------------------------|--------------------------------|---------------------------------------|------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| Communication Technology | Technological, Communicational | Accessible information on the website | Increased awareness of fire safety for persons with disabilities | Implementation of a web site providing an e-mail address for the public to submit complaints or questions Creation of an information pamphlet that is handed out | Ongoing |
| Update the Fire Safety Plan | Practice | Review of Fire Safety plan city wide | Assurance of implementation of evacuation procedures | Development of standard procedure to evacuation of endangered citizens. Co-operative initiative by the Facility and Maintenance and Health and Safety Departments | Ongoing |

2.3 // Vaughan Fire and Rescue Services – Emergency Planning

The Emergency Planning Program is responsible for developing, implementing, maintaining, and evaluating plans, procedures, programs and strategies to prevent, mitigate, prepare for, respond to and recover from natural, technological and human-caused emergencies that can affect the municipality.

The program is responsible for maintaining the mandatory elements of an emergency management program in accordance with the Emergency Management and Civil Protection Act. These elements include public education and awareness, emergency plans and procedures, staff training, exercises, emergency information, community risk analysis and identification of critical infrastructure. The program is also responsible for coordinating with all business units to develop, implement, maintain, and evaluate Business Continuity Plans.

| Accessibility Barrier | Barrier Type | Suggested Improvements | Expected Benefits / Success Indicators | Strategy for Completion | Completion Date |
|----------------------------------------------------------|---------------|--------------------------------------|---------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| Information/ communication To public non-emergency | Informational | Public education and print materials | Persons with disabilities prepare and plans to manage during an emergency | Distribution of provincial emergency preparedness guide for people with disabilities and special needs at community events and city buildings | Ongoing |
| | | | | | Completed |
| | | | | Development of a public education presentation on emergency preparedness for people with disabilities and | Ongoing |

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| | | | | special needs. Review in house developed literature on emergency preparedness and revise to meet accessibility standards. | |
| Information/communication To public during an emergency | Informational, technology | Accessible information on website through media outlets, telecommunications, and print | Situational awareness of the emergency and actions to take for persons with disabilities to ensure their safety | Utilize multiple communications sources to convey emergency messages. (component of crisis communications plan) | Ongoing |
| Plans/practices at emergency shelters | Physical | Develop emergency shelter plans that include provisions for persons with disabilities and special needs | Persons with disabilities are accommodated in emergency shelters | Develop emergency shelter plans and procedures, including designated space for persons with disabilities and special needs for each community centre identified as an emergency shelter | Completed |
| Communication technology | Technological, communication-al | Accessible information on the website | Increased awareness of emergency | Implementation of a web site providing an e- | Ongoing |

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| | | | preparedness for persons with disabilities | mail address for the public to submit questions | |
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2.4 // Recreation Services

The Recreation Services Department offers recreational programs to the residents of Vaughan through a team of staff, volunteers, and community partners as outlined in the seasonal Community Services guide to Recreation and Parks.

| Accessibility Barrier | Barrier Type | Suggested Improvements | Expected Benefits / Success Indicators | Strategy for Completion | Completion Date |
|---------------------------------------------------------------------------------|-------------------------------------|---------------------------------------------------------------------------------------------|-----------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Awareness of accessibility issues. | Attitudinal/ Informational | Host and promote events that raise awareness in the community for persons with disabilities | Increase community and staff awareness and knowledge | Continue to promote and celebrate National Access Awareness week and International Day of Persons with Disabilities and other events in Vaughan. | Continuous annual audit. |
| Equipment and specialized instruction in programs for people with disabilities. | Physical/ Access/ Attitudinal | Audit equipment and programs. | Better inclusion in programs for individuals with disabilities. | Continue to source out adaptive equipment as required for program delivery in general programs, fitness and aquatics. Continue to provide specialized training to staff. | Continuous annual audit. |

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|----------------------------------------------------------------------|------------|-----------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Access to specialized programs for persons with disabilities. | Access | Develop and implement new specialized programs | People with disabilities have the option to choose programs according to their needs | Increase partnership with community organizations and offer specialized programs for all ages | Continuous annual audit. |
| Employment and volunteer opportunities for people with disabilities. | Employment | Increase opportunities for people with disabilities to obtain employment and volunteer experiences. | Improve the quality of life and opportunities for people with disabilities | Engage youth with disabilities to ensure that they gain volunteer experience and increase training opportunities for future employment through leadership programs (i.e. Leaders by example and Volunteer Leadership Program etc.) | Continuous annual audit. |

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| Awareness of benefits of active and healthy lifestyle choices for persons with disabilities. | Informational | Communicate healthy and active lifestyles benefits and opportunities to improve quality of life for people with disabilities. | Improve the quality of life for persons with disabilities | Develop partnerships with Community Service Organizations and deliver awareness programs and workshops to key groups. | Continuous annual audit. |
| Support opportunities for the inclusive participation in recreational programs of persons with disabilities | Organizational | Develop training module in partnerships as it relates to behaviour management training for staff. | Enhanced specialized supports for persons with disabilities. | Provide Nonviolent Crisis Prevention Intervention certification and specialized behavior management training and to all staff and volunteers. | Continuous annual audit. |

| | | | | | |
|-----------------------------------------------------------------------------------------------|-------------------------------|-----------------------------------------------------------------------------------------------|------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Awareness and access to recreational services for persons with disabilities. | Information/ communication | Develop seasonal special needs program brochure. | Easier access to information on services for persons with disabilities | Develop and distribute the special needs brochure information in all newsletters of community service organizations, link to websites and school boards, city's website, and social media. | Continuous annual audit. |
| Inclusion of accessibility planning and awareness in the development of recreational services | Organizational | Ensure that departmental program planning initiatives are reviewed with an accessibility lens | Greater access to inclusive programs and services | Continue to promote inclusivity in all recreational services. he AODA requirements | Continuous annual audit. |

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|-------------------------------------------------------------------------------------------------------|---------------------|---------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Incorporate accessibility retrofits during renovation projects and new community centre construction. | Physical/ Access | Continue to audit the facilities to ensure compliance with the AODA | AODA legislative compliance | <p>Continue to collaborate with Facility Services Department to address accessibility in existing and new community centres.</p> <p>Signs, automatic door openers and additional designated accessible parking, universal washrooms and change areas have been installed/ upgraded to provide easier direct access to the community centres and activity rooms.</p> | Continuous annual audit. |
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|-----------------------------------------------------------------------------------------|--------------------------------|------------------------------------|-------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Gaps and barriers in the delivery of recreational services to persons with disabilities | Attitudinal/ capacity building | Assess the community needs ongoing | Enhanced recreational opportunities for persons with disabilities | <p>Collaborate with service delivery partners both within and outside of government on pilot projects to enhance our compliance and outreach activities.</p> <p>Continue to review and update policies/ procedures/forms to reflect legislation changes.</p> <p>Continue to seek additional funding opportunities to assist with removing barriers and improving accessibility in the community.</p> | Continuous annual audit. |
|-----------------------------------------------------------------------------------------|--------------------------------|------------------------------------|-------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|

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|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|----------------------------------------------------------------------------------|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| Align with corporate initiative/roll out to have all Recreation Services publications to conform with the Information and Communications Standard / WCAG 2.0 Level AA | Information and Communication | Audit current publications/communications materials for AODA compliance solution | AODA legislative compliance | Create new protocols around communication material and train appropriate staff in accessible communications as rolled out by corporate initiative Accessible Recreation EGuide (HTML 5) | Continuous annual audit (compliance 2021) |
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3.0 // Planning and Growth Management Portfolio

The Planning and Growth Management Portfolio consists of Development Planning, Policy Planning and Environmental Sustainability, Development Planning, Development Engineering, and Infrastructure Planning, Building Standards, Parks Planning and the Vaughan Metropolitan Centre Program.

3.1 // Development Planning

Department staff is responsible for the implementation of planning policies and general design of the City through the planning process. This is accomplished keeping in mind important social issues and environmental and economic considerations, which provide for healthy communities. Through this process, interests and objectives of individual property owners are balanced with the greater interests and objectives of the City.

The Development Planning Department provides professional planning advice and information with respect to current land use and urban design issues and undertakes the review and processing of a variety of development applications, including Official Plan, Zoning, Subdivision, Condominium, Part Lot Control and Site Plans submitted to the municipality and the preparation of supplementary documents (e.g. zoning by-laws). Development Planning staff are available to provide consultative assistance to the public and the development industry on planning-related issues, processing of development applications and the planning legislative process. The Development Planning Staff also attend Ontario Municipal Board Hearings as directed by Council.

The Development Planning Department actively pursues citizen input. Public comment is solicited on all development applications as well as policy changes to the Official Plan. Citizen input to such change is encouraged and welcomed as a vital part of the planning process in Vaughan and is essential to good planning.

3.2 // Urban Design

Working together in consultation with the Development and Policy Planners, the Urban Design Section of the Development Planning Department is responsible for initiating, developing, and implementing urban design and streetscape plans, policies, and guidelines.

The Urban Designers also provide professional advice on site development applications with respect to site design, built form and landscape and streetscape components within the context of established planning policy, urban design guidelines and standards, and planning studies in progress.

They also participate in the review and formulation of Block Plans, to ensure conformity with approved urban design, streetscape, and architectural control objectives of the municipality.

The Urban Designers, together with the Environmental Planning Section of the Policy Planning Department, also review environmental enhancement aspects of development applications to ensure appropriate landscape protection, enhancement of environmental features and sustainable development in the municipality, including liaising with environmental and conservation authorities with respect to conservation land management and protection.

3.3 // Committee of Adjustment

Development Planning Staff provides comments to the Committee of Adjustment on Minor Variance and Consent applications circulated from the Clerk's Department. This involves analysis and evaluation of the applications leading to the preparation of reports to the Committee of Adjustment, which includes recommendations for consideration and action by the Committee. Development Planning Staff attends all Committee of Adjustment meetings to respond to questions from the Committee members regarding Minor Variance and Consent applications and attends Ontario Municipal Board Hearings on such matters as directed by Council.

3.4 // GIS Mapping

The GIS Mapping Section of the Development Planning Department is responsible for coordinating, administering and overseeing the development, implementation, maintenance and operation of the Department's Geographic Information System (GIS), Development Tracking Application (DTA) and Computer Aided Drafting (CAD) including the distribution of spatial databases such as official plan, zoning and parcel fabric; municipal addressing; and document management.

3.5 // Building Standards

The municipal building permit process is a public service to ensure that construction and use of buildings and land meet the standards established by both municipal and provincial levels of government, primarily to ensure public safety and well-being. The building permit process is administered by the Building Standards Department and permits are issued where submissions conform to code, bylaws and agreements regulating construction and land use.

The City of Vaughan has made a strong commitment to promoting a well-planned development. In this context, the Building Standards Department is committed to ensuring reasonable compliance with minimum standards of the Ontario Building Code and other applicable law, providing the ultimate level of client service achievable in a timely, cost-effective and consistent manner, and in an environment which is accessible, progressive and fair.

Services:

- Plans Examination/Permits
- Zoning
- Architectural/Structural
- Plumbing/heating
- Inspections
- Provision of Information/Reports/Statistics/Comments
- Committee of Adjustment Comments and Attendance
- Responses to Lawyers Inquiries/Letters

3.6 // Policy Planning and Environmental Sustainability

Policy Planning Department undertakes both the long-range planning for the City as well as any specific projects assigned, from time to time, by Council. Special projects can be on any current planning issue affecting the city.

In collaboration with the parks, development planning, engineering, building standards, cultural services and economic development and culture disciplines, the department identifies and assesses a wide range of land use, urban design, heritage, and environmental requirements. Staff employs a comprehensive package of planning policies to address such

matters as: community plans and area studies that incorporate built form and public realm considerations such as land use, open space, streets, blocks, massing, pedestrian and bicycle networks, and built and natural heritage. The Policy Planning Department takes into consideration the environment, transportation planning, population, and demographics, while focusing on transit-oriented development, complete pedestrian-friendly communities, and city building.

The Department fosters a culture of active participation with its citizens, stakeholders, developers, and consultants to produce a high-quality land use and urban design policy framework as it relates to all scales of development from specific sites through to neighbourhoods and city centres. Public comment is solicited on policy changes as a vital part of the planning process in Vaughan and is essential to good policy planning.

The City of Vaughan is dedicated to the protection of the natural environment, as identified in Vaughan Vision 2020, which recognizes the importance of "Service Excellence" to "Promote Community Safety, Health and Wellness".

To this end, the Environmental Planning Section of the Policy Planning Department is responsible for overseeing the implementation of the environmental policies of the City's Official Plan through development applications, block plans, and developing new environmental policies for future implementation. The Department implements environmental legislation and policy from the Province of Ontario and works closely with other levels of government and agencies on the development of environmental policy.

The planning policy documents prepared through this process are implemented by the City's Development Planning Department.

| Accessibility Barrier | Barrier Type | Suggested Improvements | Expected Benefits / Success Indicators | Strategy for Completion | Completion Date |
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| Public meetings / presentations accessible to all (via sign language interpreter and translator / TTY / assistive listening devices) | Physical | In advertisements and notices state that services requiring special assistance can be provided upon request. | Increased / easier community participation. | <p>Develop language to be inserted in all department communications / notices.</p> <p>Insert telephone number or contact information in all notices to give customers opportunity to request additional services for accessibility.</p> <p>Make public meetings accessible to the public <i>after</i> non-statutory and statutory public meetings by recording audio and/or video and posting pod casts, videos, etc. in a convenient location.</p> | Ongoing efforts to meet City-wide protocol to address 'Special Assistance' (completed in Sept 2009), along with mandatory staff training (ongoing) |

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| Public documents, e.g., pamphlets, guidelines, and studies. | Physical | Change of fonts. Explore duplicate publication in large print formats and alternative mediums such as on audio tapes, CD's, etc. | Greater accessibility of information / better informed public. | Work with Corporate Communications and the City Manager's Office. | Ongoing efforts to meet City-wide protocol to address 'Special Assistance' completed in Sept 2009, along with mandatory staff training. (ongoing) |
| Usability of workstations | Physical | Assisting with individual's mobility/alleviate physical and emotional stress of staff. improved ability to work. | Ergonomic keyboards, mouse, chairs, desks, telephone, storage, and files. | Has been addressed in New City Hall. Building and workstations designed to Universal Accessibility Standards. | Ongoing – in consultation with Joint Health and Safety Committee |
| Walkway Obstructions | Physical | Clear travel path throughout the office area/ ease of mobility | Removing physical barriers (e.g., storage, photocopiers, printers, recycling bins, etc.); maintaining minimum aisle widths. | Has been addressed in New City Hall. Building and workstations designed to Universal Accessibility Standards. | Ongoing – in consultation with Joint Health and Safety Committee |

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| Walkway Obstructions in Planning Boardroom | Physical | Clear travel path throughout boardroom area/ease of mobility | Maintaining clear path of travel around Boardroom table and at egress points (i.e., chairs, screens, portable presentation equipment). | Has been addressed in New City Hall. Building and workstations designed to Universal Accessibility Standards. | Ongoing With Joint Health and Safety Committee |
| Readability and clarity of signs, directional signs | Information | Improved access/less directional inquiries | Increase visual communication | New City Hall has partially addressed this with displays and department signage at counters. Better signage in corridors to increase visual communication to be determined by Corporate Communications. | Ongoing – in consultation with Joint Health and Safety Committee |
| Skilled personnel/sensitivity training in dealing with persons with disabilities for new staff | Communication | Sensitivity Training | Staff will be better equipped to deal with persons with disabilities | Training Program for all staff within commission hired after September 2009. (Mandatory training was completed by all staff as of September 2009) | Completed for existing Staff / Ongoing for new Staff |

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| Designated seating areas for customers waiting to be served | Physical/ Architectural | Architectural modifications | Reduce Stress level of customers/customer satisfaction. | Barrier-free seating to be added by counter area. Timing, safety/architectural details will need to be determined with other departments. | Completed |
| Lack of assistive hearing devices | Technological | Investment in assistive hearing devices. | Easier to communicate with customer and address their needs. | Interim solutions are on-going. This will need to be addressed within IT. | Ongoing |
| Publication – Small Print | Information | Provide alternative formats (Braille, large print) for all public documentation (OPAs, By-laws, etc.). | Easier to read / Greater number of visually impaired will be able to access documentation. | Corporate Communications to determine font and size. Some information provincially regulated and cannot change (i.e., permit application form). | Ongoing efforts to meet Corporate protocol for “Alternate Formats of Communications Standards”. (ongoing) |
| Lighting at public counter | Physical | Provide additional or brighter lighting at front counter | Increase visibility for those who are visually impaired. | Has been addressed in New City Hall. Building and workstations designed to Universal Accessibility Standards. | Completed |

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| Zoning By-laws for Parking | Information / Human | Review existing provisions. | Address accessible parking needs. | City-wide Parking Study currently underway. Provincial Committees are also addressing this issue as part of the Accessibility for Ontarians with Disabilities Act (AODA) and any new standards will be incorporated in the updated Zoning By-law. | Completed on Jan 1, 2015 through Ontario Regulation 413/12 City –Wide Parking Standards to be included in new Zoning By-law (2017). City –Wide Parking Standards to be included in new Zoning By-law (2017) |
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| Awareness of accessibility issues and technologies that should be incorporated into Site Plan Review process (coordination with other departments. | Policy/Practice | Review existing processes and design projects and provide directions to architects and engineers to focus on barrier free. Plan review and site inspections for proposed construction. Department reviews for code compliance and zoning compliance design. | Incorporate Accessibility planning in future plan reviews. Ensure proper measures are taken to proactively plan for future development. Future changes to the Building Code anticipated to enhance accountability requirements. | Site Plan Accessibility Impacts Checklist implemented to ensure awareness of accessibility matters related to the external building and overall site. The Site Plan Accessibility checklist is required to be completed for all Site Plan Applications. Vaughan Council approved the Site Plan Accessibility Impacts Checklist on April 8, 2014. | Completed |
| Departmental Entrance/Exit Doors | Physical | Install automatic door openers. | Ease of movement when entering or exiting department (and building). | Have been installed where necessary in new City Hall. | Completed |

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| Ensure proactive provisions address Accessibility Planning at the Official Plan Level | Policy/Practice | Incorporate a review for Accessibility Planning as part of the Official Plan Review process. | Ensure that Vaughan's new Official Plan incorporates aspects of Accessible Planning. | <p>The new Official Plan addresses accessibility throughout its entirety. Accessibility is integrated into several policies in Chapter 9: Building a Great City, including Section 9.1.1.11, as follows:</p> <p>To design for universal physical access throughout the public realm through the creation of an integrated network of public spaces that are universally accessible, including sidewalks and walkways with unobstructed pathways, curb cuts at corners of all public streets, and infrastructure that supports people with visual and</p> | Chapter 9 in the Official Plan is in full force and effect as of Q3/2014 |
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| | | | | hearing impairments, such as textured paving and audible crosswalks. | |
| Lower portion of front counter is obstructed with various materials, thereby eliminating usefulness as an accessibility amenity. | Physical | Ensure staff are aware of the purpose for lower counter height and that area is kept free of obstructions. | Keeping the counter clear will ensure the Planning Department is maintaining barrier-free customer service. | Accessibility training for new staff and front counter staff; corporate reminders; departmental input for front counter staff. | Completed Ongoing for new staff |

4.0 // Development Engineering and Infrastructure Planning

The Development Engineering and Infrastructure Planning Department is responsible for the expeditious review, approval and processing of land development applications, the long-term planning of municipal infrastructure as well as undertaking transportation engineering studies, and impact assessments.

The Development Engineering and Infrastructure Planning Services has three subsections, Development Services, Engineering Planning and Studies and Transportation Engineering with the following responsibilities:

- Review and comment on draft plan of subdivision development and site plan/ development applications including the Official Plan and Zoning By-law Amendment Applications (municipal servicing and transportation).
- Prepare and administer subdivision and development agreements.
- Review and approve construction drawings.
- Class Environmental Assessments.
- Master Environmental and Servicing Plans including Block Plans.
- Long term infrastructure and transportation planning.
- Water and sanitary sewer modeling and demand forecasting; and
- Sustainable transportation and Transportation Demand Management (TDM) programs.

| Accessibility Barrier | Barrier Type | Suggested Improvements | Expected Benefits / Success Indicators | Strategy for Completion | Completion Date |
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| Communication materials (procedures, design criteria, and standards) to the public at the front desk | Information | Review and provide updated communication materials and various mediums (i.e. modern technology) to provide more access to communication material | More effective communication with the public | Notices to be large print, and may include various font sizes, contrast colours, and Braille upon request from the public. Touchscreen computers accessible at the front service counter of the department, various audio/visual options for further accessibility | Semi-completed, Subject to ongoing review and revisions/updates as required. |

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| Limited communication tools for deaf and hard of hearing at public meetings | Communication | Communication enhancements for deaf and hard of hearing at public meetings | More effective communication for deaf and hard of hearing persons attending meetings | Provision of sign-language interpreters and assistive listening devices upon request | Completed |
| Limited accessibility to facilities for public meetings | Physical – mobility | Ensure that facilities selected for public meetings are accessible to people with disabilities | Safer pedestrian and wheelchair movement | Select meeting facilities that are wheelchair friendly | Completed |
| Accessibility for residents to homes in areas under construction | Physical – mobility | Ensure that contractors/developers will always clear and maintain access for homeowners and during construction; establish a monitoring program through site inspection | Safer vehicle, pedestrian, and wheelchair movement along sidewalks | Inclusion of accessibility requirements in subdivision agreements and site plans to maintain sidewalk access all the time | Completed Administrated through subdivision agreements |

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| Sidewalks at intersections are not marked properly for people with a visual disability | Physical | Incorporation of directional lines in sidewalk ramps at intersections | Enhanced safety for visually impaired pedestrians | Updating of engineering standards and design criteria to include directional lines at new commercial driveways | Completed Concrete sidewalk with directional lines OPSD 310.030; New design standards completed in 2013 |
| Signs are not designed for people with a visual disability (font size, colours, etc.) | Communication | Develop new signage at trails, walkways, entrances, and storm water management ponds warning signs | Enhanced safety for visually impaired pedestrians Warning signs to be more visible for persons with low vision | Updating of engineering standards and design criteria to include larger fonts to be easy to read by persons with low vision | Ongoing New design standards completed in 2013; Draft of updated Design Standards has been established, awaiting final approval before moving forward for Council Approval |
| Awareness training for all Development/Transportation Engineering staff | Communication / attitudinal | The Office of the Chief Human Resources Officer offers training courses to comply with requirements | Improve communication skills for employees to deal with persons with disabilities | Pursue in house training through Human Resources department | Completed Periodic training by HR department for updates with the latest AODA regulations |

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| Existing and future sidewalk construction standards to consider proper edge protection | Physical | Update design standards for edge protection on sidewalks and footpaths at intersection pedestrian crossings, and curb ramps in new subdivisions | Enhanced safety for persons with visual disabilities | Include walkways to parks, trails and sidewalk that lead to storm water management pond | Ongoing |
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5.0 // Economic and Cultural Development

Economic and Cultural Development is dedicated to promoting economic growth and cultural services in our community. On-going initiatives aimed at assisting the existing business community and attracting new business and entrepreneurs to Vaughan will help to ensure that Vaughan remains a vibrant growth community. We are also focused on the future and ensuring that Vaughan has the infrastructure, development policies, qualified labor force to meet the needs of the future.

| Accessibility Barrier | Barrier Type | Suggested Improvements | Expected Benefits / Success Indicators | Strategy for Completion | Completion Date |
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| Lack of awareness about the important role businesses play in accessibility. | Informational | Communication directed at the Vaughan business community. | More businesses implementing projects that go beyond base accessibility standards. | Provide accessibility brochure to businesses | Ongoing |
| Lack of accessibility projects. | Informational | City of Vaughan increases leadership role in the community. | Increased accessibility at City Hall for people with vision and hearing impairments. | Installation of “Innovative Path System” pilot project at Vaughan City Hall; a way-finding technology to assist those with vision and hearing impairments. | This pathway was removed due to safety issues. |

6.0 // Public Works Portfolio

The Public Works Portfolio consists of Transportation and Fleet Services; Parks, Forestry and Horticulture Operations; and Environmental Services.

6.1 // Transportation and Fleet Operations and Parks, Forestry and Horticulture Operations

These department are responsible for the operation and maintenance of city-owned roads, bridges, sidewalks, water mains, sanitary sewers, storm sewers and watercourses and the collection of residential waste. The Department maintains the City's infrastructure and provides related services to ensure public health and safety. Seasonal services include street sweeping, application of dust suppressants, snow removal and leaf / yard waste collection. Other services provided by the Department include:

- Road Maintenance Services: Winter road plowing and salting operations; street sweeping; application of dust suppressants on rural roads; streetlight maintenance; general road repairs; roadside ditch maintenance; culvert installations; and curb and sidewalk repairs.

| Accessibility Barrier | Barrier Type | Suggested Improvements | Expected Benefits / Success Indicators | Strategy for Completion | Completion Date | Responsibility | May 2020 Update |
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| Communication materials (pamphlets, brochures and solid waste calendars to the public at the front desk) | Information | Review and provide updated communication materials | More effective communication with the public | Notices to be large print, and may include various font sizes, contrast colours | Completed, subject to ongoing review and revised as required | Public Works (Front counter is run by ES) Corp Comm principally. | All public facing information is prepared by Corporate Communications. |
| Replacement of existing street name blades with oversize street name blades at signalized intersections | Architectural | Review street signage at signalized intersections and replace the existing street names blades | Enhanced safety for visually impaired pedestrians and enhanced ability to identify streets for motorists and emergency services | Updating of engineering standards to include oversize street name blades and include in new construction/retrofit in older areas | In progress. Implementation completed | | |

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| No accessible traffic signals at intersections | Architectural | Retrofit of traffic signals at intersections with pedestrian countdown timers and Audible Pedestrian Signals (APS) features | Enhanced safety for persons with disabilities, visually impaired and the elderly | Include pedestrian countdown timers, audible pedestrian signal features and zebra crosswalk pavement markings at new traffic signals and retrofit in older areas | In progress. Implementation of pedestrian countdown timers at all city traffic signals is ongoing. APS retrofits were completed along Clark Ave and at VMC signalized intersections. APS retrofits/installations are being proposed at additional traffic signalized intersections for implementation in 2021. | TFMS Transportation | Implementation of pedestrian countdown timers at all city traffic signals is ongoing. APS retrofits were completed along Clark Ave and at VMC signalized intersections. APS retrofits/installations are being proposed at additional traffic signalized intersections for implementation in 2021. |
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| Broken, cracked or missing sidewalks in parks causing disruption in continuous accessibility | Physical | Repairs of uneven surfaces, cracks or install missing bays | Increased mobility for people for with physical disabilities. | Continue to inspect all park sidewalks utilizing inspection sheets and schedule repairs under annual contract. | Continuous annual audit. | PFHO- provide information of locations under repair or renovations – via website | Ongoing |
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| Flooding in Parks causing disruption in continuous accessibility | Physical | Enhance information /communication signage and implement communication procedure. | People with physical disabilities will know in advance of a service disruption. | <p>Signs will be enhanced to provide more detail to Park Users including contact information. Access Vaughan and Parks and Forestry clerical staff are being notified of service disruption so they can address inquiries. Also, website updates will be provided.</p> <p>Next step: develop a communication plan with Accessibility Committee to communicate disruption.</p> | <p>Guidelines have been completed to reflect internal procedures for Parks Operations, which notifies Access Vaughan and Parks and Forestry clerical staff of service disruption so they can address inquiries. This is communicated via email and verbal confirmation for flooding (or snow pile) blockages.</p> <p>For periods of flooding that are extreme, the PFO website is updated. Existing</p> | PFHO list of locations prone to flooding, example Bindertwine Park – via website | Ongoing |
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| | | | | | signage continues to be utilized in the event of flooding. | | |
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| Snowstorm s preventing access to sidewalks and COV parking lots causing disruption in continuous accessibility | Physical | Better communication to advice of service disruption. | People with physical disabilities will be provided an opportunity to find an alternate route. | Implement GPS system on all sidewalk units and plow trucks to provide immediate information of the status snow clearing operations by location. Pending budget approvals Continue to work with Community Services to initiate the CS Inclement Weather procedure. | Implementation of GPS system on all sidewalk units and plow trucks continues to be put forward for budget approval - Presently there are 14 of the 44 sidewalk units equipped with GPS. Guidelines have been completed to reflect internal procedures for Parks Operations, which notifies Access Vaughan and Parks and Forestry clerical staff of service disruption so they can address inquiries. This is | PFHO list common locations of blockage, bridge decks etc. - via website | Ongoing |
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| | | | | | communicated via email and verbal confirmation for flooding (or snow pile) blockages Notification of snow operations are placed on the City of Vaughan website which is used by Access Vaughan and PFO staff so they can address inquiries. | | |
| Broken and uneven sidewalks | Architectural | | Safer pedestrian and wheelchair movement | Repair/replace sidewalk | Ongoing | TFMS Roads | Regulatory Requirement - Ongoing |
| Windrows across end of driveways | Architectural | | Safer pedestrian and wheelchair movement | Continue to provide a residential driveway windrow clearing program | Ongoing (winter) | TFMS Roads | Service Contract Requirement - Ongoing |

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| Debris on roadway | Architectural and respiratory | Regenerative air sweepers (dustless street sweepers) which facilitate in the lowering/elimination of particulate matter in the environment. | Safer pedestrian and wheelchair movement, as well as reduced respiratory problems from the dust | Continue with street sweeping and flushing program on a regular basis. Purchase new street sweepers that meet stringent pm standards for dust control | Ongoing Two units owned. | TFMS Roads | Ongoing |
| Holes in road | Architectural | | Safer pedestrian and wheelchair travel | Repair potholes in accordance with ministry of transportation's regulations | Ongoing | TFMS Roads | Requirement - Ongoing |
| Excessive dust on unpaved roads | Architectural and respiratory | | Reduced complaints from residents with allergy/respiratory problems. | Continue to apply dust suppressants seasonally, as required | Ongoing | TFMS Roads | Ongoing |

7.0 // Office of Corporate and Strategic Communications

Corporate and Strategic Communications provides professional, fully integrated communications support and services that inform and engage the community and promote a positive image of the City. The department supports Council and the Corporation by providing strategic communications products, services, and advice; managing corporate protocols; and facilitating internal communications to increase employee engagement.

| Accessibility Barrier | Barrier Type | Suggested Improvements | Expected Benefits / Success Indicators | Strategy for Completion | Completion Date |
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| Continue to explore opportunities to improve website content | Informational | Enhance accessibility by striving to always use plain language and videos with subtitles | Improved accessibility to information located on the website | Working with partners across the organization to improve their website content | Ongoing |
| Ensure residents have access to public information in alternative formats | Informational | Continue to ensure residents have access to public information in alternative formats | Greater accessibility of information and a better-informed public | Continue to look at opportunities to provide a variety of information options to meet the needs of the public | Ongoing |

8.0 // Procurement Services

The Procurement Services Department is responsible for the acquisition of goods, services, capital construction projects and equipment for the City of Vaughan and Vaughan Public Libraries. Purchasing policies and procedures are determined by Purchasing Services, approved by Council and Library Board and are mandatory for all City and Library departments.

Purchasing Services procures goods, services and construction for the City and Library departments through a centralized procurement function.

| Accessibility Barrier | Barrier Type | Suggested Improvements | Expected Benefits / Success Indicators | Strategy for Completion | Completion Date |
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| Access to accessible goods and services | Informational | When procuring goods, services and construction, the City of Vaughan will incorporate accessibility criteria and features. | More easily accessible documents | Where applicable, procurement documents will specify the desired accessibility criteria to be met and provide guidelines for the evaluation of proposals in respect of those criteria. | Completed |
| Access to counter services | Structural | The purchasing services front counter at New City Hall is appropriately designed to | | | Prior barrier has now been removed |

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| | | accommodate Wheelchair customers | | | |
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9.0 // Office of The Chief Human Resources Officer

The Office of the Chief Human Resources Officer assists the organization and its employees to realize corporate goals and objectives and, at the same time, provide an employment environment that is both positive and rewarding. The services that are currently provided include a number of areas of specialty such as Recruitment and Retention Programs, Health and Wellness Programs, Accessibility and Diversity, Employee Relationships, Learning and Development, and Records Management. The services that the department provides encompass multiple areas and foster a positive working relationship for all employees of the City of Vaughan.

| Accessibility Barrier | Barrier Type | Suggested Improvements | Expected Benefits / Success Indicators | Strategy for Completion | Completion Date |
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| Dedicated Accessibility staff resource | Resources | Hire a full time staff member responsible for leading the advancement of accessibility and workplace diversity in Vaughan | An internal champion to spearhead and champion the advancement of accessibility and workplace diversity in Vaughan. | Hire a full time staff member | Completed July 2014 |
| New staff requires accessibility training on the customer service regulation and existing staff will require refresher training | Attitudinal | Training opportunities | Ongoing compliance with the regulation and improved ability to communicate with and deliver services to persons with disabilities | Included as part of the orientation/on-boarding program. Semi-annual training opportunities for all staff. Ensure training opportunities are available and communicated to department heads so that | Ongoing |

| Accessibility Barrier | Barrier Type | Suggested Improvements | Expected Benefits / Success Indicators | Strategy for Completion | Completion Date |
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| | | | | new staff members and staff that require refresher training can attend | |
| Review recruiting policy and interviewing process noting anticipated new employment regulation | Attitudinal | Policy / Procedures | Compliance with new employment regulation | Review new standards as it relates to employment and develop action plan to ensure Human Resources and the Corporation complies with the new standard | Ongoing |
| Review new provincial standards | Legislative/ Compliance | Program/ Procedures | Compliance and enhanced accessibility | Review existing programs and processes to determine gaps with new standards | Complete |
| Compare standards with existing programs/ procedures | Legislative/ Compliance | Program/ Procedures | Compliance and enhanced accessibility | Develop suggestions and recommendations throughout consultation with stakeholder groups | Ongoing |
| Availability of knowledge related to barriers | Attitudinal | Programs / Procedures | Compliance and enhanced accessibility | Present opportunities to Accessibility Advisory Committee and seek input | Ongoing |
| Emergency Notification | Awareness of barriers | Seek input from individuals who require direct support in case of emergency | Ensure the safety of all employees during an emergency | Develop form to gather required information and work with employee, supervisor and fire warden to ensure appropriate emergency plans are implemented | Complete |

| Accessibility Barrier | Barrier Type | Suggested Improvements | Expected Benefits / Success Indicators | Strategy for Completion | Completion Date |
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| Training with regard to the accessibility standards required under the Regulation and the Human Rights Code. | Attitudinal | Training opportunities | Ongoing compliance with the regulation and improved ability to communicate with and deliver services to persons with disabilities. | Gather information in 2013 and prepare an action plan to comply with this requirement for January 2014 | Ongoing |
| Recruitment; provision of info regarding availability of accommodation in recruitment. | Legislative/ Compliance | Policy/ Procedures | Compliance and enhanced accessibility | Gather information in 2013 and prepare an action plan to comply with this requirement for January 2014. Review existing program and process to determine any gaps with the upcoming standards. | Complete |
| Employee support; provision of information to employees regarding accommodation and accessibility in employment | Attitudinal | Training opportunities | Ongoing compliance with the regulation and improved ability to communicate with and deliver services to persons with disabilities | Gather information in 2013 and prepare an action plan to comply with this requirement for January 2014. | Complete |

| Accessibility Barrier | Barrier Type | Suggested Improvements | Expected Benefits / Success Indicators | Strategy for Completion | Completion Date |
|--------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|------------------------|----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| Document Individualized accommodation plans; written processes must be in place for the development of individualized accommodation plans. | Legislative/ Compliance | Program/ Procedures | Compliance and enhanced accessibility | Individual accommodation plans are currently in place. This process is achieved through the early and safety return to work program. Regulatory completion date of Jan 2014 | Complete |
| Return to Work process; shall be developed. | Legislative/ Compliance | Program/ Procedures | Compliance and enhanced accessibility | The Early and Safe Return to Work process addresses the return to work process. Regulatory completion date of Jan 2014 | Complete |
| Performance management processes; must account for accessibility needs | Attitudinal | Program/ Procedures | Ensure performance management | Gather information in 2013 and prepare an action plan to comply with this requirement for January 2014 | Complete |

| Accessibility Barrier | Barrier Type | Suggested Improvements | Expected Benefits / Success Indicators | Strategy for Completion | Completion Date |
|------------------------------------------------------------------------------------|-------------------------|------------------------|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| Career development and enhancement processes; must account for accessibility needs | Legislative/ Compliance | Program/ Procedures | Compliance and enhanced accessibility | Research legislative requirement and investigate the creation of career development process that incorporates accessibility needs. This particular regulatory requirement comes in effect in January 2014 | Completed |
| Redeployment processes; must account for accessibility needs | Legislative/ Compliance | Program/ Procedures | Compliance and enhanced accessibility | There is no written process currently in place for a redeployment process. Information must be gathered to investigate the creation of redeployment process and incorporate accessibility needs. This particular regulatory requirement comes in effect in January 2014 | Completed |

10.0 // Office of The Chief Information Officer

The Office of the Chief Information Officer (OCIO) is responsible for managing the effective delivery of technologies and services to achieve the organization's objectives. The Office is responsible for the engineering, architecting, implementation, security, maintenance and support of city-wide technology and communications infrastructure. OCIO's vision is "Making Vaughan Better for People in our Digital Age".

The Office of the Chief Information Officer is organized into five (5) business units, each with a particular focus and specific responsibilities:

10.1 // Client Support and Solution Services

Implements, supports, and maintains the lifecycles of solutions and endpoint devices including mobile technology. Supports internal clients in their daily use of technology through the IT Service Desk, on-site support, and training.

10.2 // Digital Services

Drives Corporate Digital Transformation initiatives which includes productivity tools, E-service delivery, mobile solutions and social media, while supporting Digital Strategy and Vaughan's online programs.

10.3 // Enterprise Systems, IT Assets and Contracts

Partners with City departments to identify functional requirements for enterprise systems, builds product road maps, implements, maintains, and supports all environments. Procures IT Assets and peripherals for all City departments and Vaughan Public Libraries and manages OCIO hardware and service contracts. Manages audio-visual infrastructure with respect to delivering A/V services.

10.4 // Infrastructure Architecture and Operations

Focuses on Enterprise Architecture, implementation, security, maintenance and support of City-wide technology and communications infrastructure. Implements and maintains wired and wireless data/voice network throughout existing City's facilities and new builds.

10.5 // IT Security

Maintains an IT Security Program that includes development and maintenance of IT security related policy, standards and strategy. This program includes awareness, auditing, risk management and incident response components.

11.0 // Vaughan Public Libraries

Vaughan Public Libraries (VPL) offers welcoming destinations that educate, excite, and empower our community.

| Accessibility Barrier | Barrier Type | Suggested Improvements | Expected Benefits / Success Indicators | Strategy for Completion | Completion Date |
|-----------------------------|---------------|-----------------------------------------------------------------------|--------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| Access to information | Information | People with low vision will have access to books in alternate formats | Improved access to information/usage | Collection development: talking books, and large print materials and descriptive videos, AODA: text enlarging workstations, voice activated information retrieval; magnified bookmarks | Ongoing |
| Access to materials | Communication | Review materials | Improved access/usage | Option to check materials independently at express checkouts. Incorporated for new library construction. Voice activated information retrieval and synthetic speech access | Completed Completed |
| Computer workstation screen | Technological | Purchase 17-inch monitor, ergonomic mouse | Improved usage/ productivity/reduce d eye strain | 17-inch monitors standard – to be replaced as per current replacement schedules | Completed |

| | | | | | |
|--------------------------|-------------------------------|-------------------------------------------------------------------------------------------------|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Facility access | Communication Physical | Provide new signage Provide ingress route to library | Improved access/usage | Braille included on directional signage and elevator buttons Develop accessible pathways to new lower level exterior access door at Kleinburg library | Completed |
| Interior reconfiguration | Physical | New carpets; improved wheel-chair accessibility to stacks, displays, furniture for computer use | Improved access/usage | Review of Bathurst Clark resource library; make recommendation to the board and submit for funding in the capital budget process. Addition of AODA workstation | Completed |
| Wheelchair accessibility | Physical | Check-out desks lowered | Improved access/usage | Renovation plans for circulation desks to include lowered top configuration. Incorporated for new library construction. | Completed at 3 locations; Dufferin/Woodbridge slated for 2012; Ansley – 2013; Maple – 2014 Completed at two locations; additional two libraries slated – 2015 and 2016 |

| | | | | | |
|-----------------------|-------------|-----------------------------------------------------------------------|--------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|
| Entry to library | Physical | Replace pull/push doors with sliding doors | Improved access/usage | Identify libraries currently not able to provide barrier free access to library; seek funding approval for renovation. New libraries to incorporate as standard | Completed at six locations; review feasibility for remaining two locations |
| Access to information | Information | People with low vision will have access to books in alternate formats | Improved access to information/usage | Collection development: talking books, and large print materials and descriptive videos AODA: text enlarging workstations, voice activated information retrieval; magnified bookmarks | Ongoing |

12.0 // Integrated Accessibility Standards Regulation (Iasr) Implementation Plan

| IASR Section | Initiative/Project Title | Description | Time Frame | Lead Department/Office |
|---------------------------|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------------------------------------|
| 12.1 // General Standards | | | | |
| 3 | Accessibility Policies | City of Vaughan will develop, implement, and maintain policies governing how the City achieves or will achieve accessibility through meeting its requirements referred to in the IASR | Complete | Office of the Chief Human Resources Officer |
| 4 | Accessibility Plans | The City shall establish, implement, maintain, and document a multi-year accessibility plan, which outline's the City's strategy to prevent and remove barriers and meet its requirements under the IASR | Complete | All City Departments/Offices |

| | | | | |
|---|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|---------------------------------------------|
| 5 | Procurement | The City of Vaughan shall incorporate accessibility criteria and features when procuring or acquiring goods, services, or facilities, except where it is not practicable to do so. | Complete | Procurement Services |
| 6 | Kiosks | The City of Vaughan shall incorporate accessibility features when designing, procuring, or acquiring self- service kiosks. | Complete | Procurement Services |
| 7 | Training | The City of Vaughan will provide training on the requirements of the standards referred to in the IASR and on the Human Rights Code as it pertains to persons with disabilities to all employees, volunteers and 3 rd parties | Ongoing | Office of the Chief Human Resources Officer |

| 12.2 // Customer Service Standards | | | | |
|-------------------------------------------------|-----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|----------------------------------------------------|
| | Accessible Customer Service Regulation | Monitor the sustainment plan for Accessible Customer Service training for staff, volunteers and 3 rd party agencies in order to continue to comply with the Accessible Customer Service Regulation | Ongoing | Office of the Chief Human Resources Officer |
| 12.3 // Information and Communication Standards | | | | |
| 13 | Emergency and Public Safety Information | The City of Vaughan shall provide any public emergency safety information in an accessible format or with appropriate communication supports, as soon as practicable, upon request | Complete /Ongoing | VFRS Corporate and Strategic Communications |
| 19 | Public Libraries – Accessible materials | Vaughan Public Libraries shall provide access to or arrange for the provision of access to accessible materials where they exist | Complete/Ongoing | Vaughan Public Libraries |

| | | | | |
|----|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------------------|
| 11 | Accessible Feedback | The City of Vaughan shall ensure that the processes are accessible for persons with disabilities by providing or arranging for the provision of accessible formats and communications supports, upon request. | Complete/Ongoing | All Departments/Offices |
| 12 | Accessible Formats and communication supports | The City of Vaughan shall upon request provide or arrange for the provision of accessible formats and communication supports for persons with disabilities in a timely manner and at a cost that is no more than the regular cost charged to other persons. The public will be notified about such availability | Complete | All Departments/Offices |
| 14 | Accessible Websites and web content | The City of Vaughan shall make its internet websites and web content conform with the World Wide Web Consortium Web | January 1, 2021 and Ongoing | Office of the Chief Information Officer Corporate and Strategic Communications |

| | | | | |
|-------------------------------------|------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|---------------------------------------------|
| | | Content Accessibility Guidelines (WCAG) 2.0, initially at Level A and increasing to Level AA | | All Departments/Offices |
| 12.4 // Employment Standards | | | | |
| 27 | Workplace Emergency Information | The City of Vaughan shall provide individualized workplace emergency response information to employees who have a disability, if the disability is such that the individualized information is necessary and the employer is aware of the need for accommodation due to the employee's disability | Complete/Ongoing | Office of the Chief Human Resources Officer |
| 22-26, 28-32 | Employee Accommodations: Recruitment, assessment, accommodation, returning to work, performance mgt. development | The City of Vaughan will ensure that its policies and work processes incorporate mandated accessibility features and requirements | Complete | Office of the Chief Human Resources Officer |

12.5 // Transportation Standards

| | | | | |
|------------|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|---------------------------------------------------|
| 78, 79, 80 | Accessible Taxicabs/ Licenses | <p>The City will consult with the VAAC, public and/or persons with disabilities to determine proportion of on-demand accessible taxicabs required in community.</p> <p>The City of Vaughan will ensure that owners and operators of taxicabs are prohibited from Charging higher fares for persons with disabilities or for charging storage fees for mobility devices and for making available the vehicle registration and identification information in an accessible format to persons with disabilities</p> <p>The City of Vaughan launched an on demand accessible taxi service at the</p> | Complete | <p>Clerk's/Licensing</p> <p>Clerk's/Licensing</p> |
|------------|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|---------------------------------------------------|

| | | | | |
|-------------------------------------------|--|----------------------------------------------------------------------------------------------------------------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | meter rate, in partnership with Astro Taxi in August 2015. | | |
| 12.6 // Design Of Public Spaces Standards | | | | |
| | | The City of Vaughan will ensure that the requirements as outlined in the Design of Public Spaces Standard are implemented. | January 1, 2016/Ongoing | <p>All Departments/Offices</p> <p>The standards deal with recreational trails, outdoor play areas, accessible parking at sites, sidewalk widths and pedestrian signals and service counters at public service areas.</p> |

For more information about this Accessibility Plan
or accessibility in Vaughan, please contact:

City of Vaughan

Office of the Chief Human Resources Officer

Warren Rupnarain,
Accessibility and Diversity Coordinator

905-832-8585 ext. 8641
warren.rupnarain@vaughan.ca



Website Accessibility Plan

**Corporate and Strategic
Communications**

Last updated: Jan. 28, 2021



ACCESSIBILITY



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1.0 INTRODUCTION

Web accessibility fulfils the basic promise of the web; making information and communication readily available to all people regardless of barriers in geography, language or disability.

The City of Vaughan is committed to ensuring every visitor to vaughan.ca has a barrier-free experience finding the information they need, in addition to treating all people in a way that allows them to maintain their dignity and independence.

The City believes in integration and fair access for residents, visitors and employees with visible or non-visible disabilities. The promise is to meet the needs of people with disabilities in a timely manner by preventing and removing barriers to accessibility, and supporting the goals of the [Accessibility for Ontarians with Disabilities Act, 2005 \(AODA\)](#).

It is not only those living with disabilities who benefit from accessible web practices, but all users. Webpages, documents and forms created with accessibility in mind from the beginning allow for a cleaner, more intuitive digital experience.

This plan is an overview of the steps the City will take in the next five years to ensure vaughan.ca is accessible according to the WCAG 2.0 Level AA. This plan will overview the “initiate,” “plan,” “implement” and “sustain” phases.



2.0 ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT (AODA)

2.1 Accessibility for Ontarians with Disabilities Act

Under the AODA, the City of Vaughan falls within the public sector organization criteria and is required to make any new and significantly refreshed public websites/pages accessible by Jan. 1, 2021. This means all web content posted after Jan. 1, 2021 must meet Web Content Accessibility Guidelines (WCAG) 2.0 Level AA. This does not include criteria under [1.2.4 \(live captions\)](#) and [1.2.5 \(pre-recorded audio\)](#) or maps. The City of Vaughan’s Intranet is exempt from AODA accessibility requirements.

2.2 Penalties for non-compliance

The maximum penalties under the AODA include:

- A corporation/organization that is guilty can be fined up to \$100,000 per day
- Directors and officers of a corporation/organization that is guilty can be fined up to \$50,000 per day

2.3 Web Content Accessibility Guidelines (WCAG) 2.0

WCAG 2.0 is an internationally accepted standard for web accessibility developed by the [World Wide Web Consortium \(W3C\)](#), an international team of web content experts.

There are three levels of accessibility required: Level A, AA, and AAA. At this time, the City is required to meet level AA – including Level A requirements.

Versions of the WCAG:

- [WCAG 2.0, published on Dec. 11, 2008](#)
- [WCAG 2.1, published on June 5, 2018](#)
- [WCAG 2.2, scheduled to be published in 2021](#) (working draft)

All requirements for successful criteria from 2.0 are included in 2.1. Looking forward, the 2.0 and 2.1 success criteria will be exactly the same in 2.2 – and is scheduled to be published in 2021.

There are additional success criteria in 2.1 that are not in 2.0. They are introduced in [What’s New in WCAG 2.1](#).

3.0 REQUIREMENTS FOR VAUGHAN.CA

At a minimum, the following criteria should be met for every content page on vaughan.ca. This criterion satisfies the requirements for screen readers and adaptive technology – for those with visual impairments and learning disabilities – and makes it easier for everyone to understand.

3.1 Text and contrast

Check that text has a strong contrast against the page background. Providing enough contrast between text and the background enables content to be read by those with moderate visual impairments and in low light conditions. It is recommended to use black text on a white background.

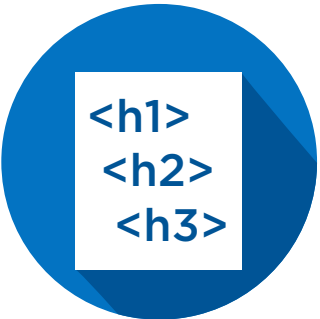
Why: People who cannot differentiate between certain colours and users with devices that have non-colour or non-visual displays will not receive the information. When foreground and background colours are too close to the same hue, they may not provide sufficient contrast when viewed using monochrome displays or by people with different types of colour deficits.



3.2 Headings

Use descriptive heading styles to designate content organization. Using headings (e.g., Heading 1, Heading 2, etc.) indicates the content hierarchy. Pre-defined style headings in text editors allow readers to understand your document or web page’s structure more clearly. On lengthy content pages, consider using a table of contents to help readers jump between headings more quickly.

Why: Screen readers have to be given instructions to know which content is most important and how it should be organized. Headings provide screen readers with this information and help visually impaired users navigate content more quickly.



3.3 Lists

Use bulleted or numbered list styles to denote list structure. This also ensures consistent formatting and helps screen readers understand content structure and organization.

Why: Screen readers have to be given instructions to read and organize content. Formatting lists provides screen readers with this information and helps visually impaired users navigate content more quickly.



3.4 Images and alternative text

Provide alternative text (alt text) for images, graphs, and charts. Descriptive alt text explains what is being illustrated and is read when using non-visual browsers. If images are decorative and do not directly relate to the content, add that information to the alt text.

Avoid making page content solely images without descriptions as these are not accessible.

Why: Screen readers “read” the images, graphs, and charts using the alternative text that you have provided. This explains the purpose of your image, graph or chart to users who are visually impaired.



3.5 Descriptive links and link purpose

Use descriptive titles, headers, and link text to provide added context. Link text that describes what you are linking to helps readers scan and anticipate where they will go when clicking a link. Link text such as “click here” provides little context to where the link is going. Do not solely rely on references to shape, size, or position to describe the content.

Why: Descriptive link text also provides the main context for screen readers. Screen readers linearize content and do not communicate all aspects of shape size, or position of visual elements.



3.6 Tables

Format and use simple tables with column and row headers. Split nested tables up into simple tables, and do not use tables to control layout.

Why: Complex tables can be difficult for readers to follow and comprehend, especially for screen reader users who have to remember the headers.



3.7 Other considerations

While part of Web Content Accessibility Guidelines (WCAG) 2.0 AAA, these best practices should also be implemented:

- **Plain language** – All content on a webpage should be at an understandable grade three- to six-level and avoid all technical language or unusual jargon.
- **Avoiding abbreviations** – If abbreviations are used, spell out the first occurrence on each page.
- **Capitalization** – Use ‘ALL CAPS’ sparingly. Capitalizing all letters in a word or sentence can be visually challenging to read, and it causes a screen reader to read each individual letter instead of the word.
- **External links** – Any text, media, or activities you provide from an external website or resource should be accessible.
- **Keyboard navigable content** – Make sure content can be navigated via a keyboard. Keyboard navigation is the primary means used for navigating the content on a web page by users who have visual or mobility impairments.
- **Multiple avenues for multimedia** – Supply multiple avenues for multimedia content (e.g., audio with a transcript, video with captioning).

Why: Captions and transcripts benefit a wide variety of users, including non-native speakers, users who are deaf and hard of hearing, and users in sound-sensitive environments.



4.0 PDF ACCESSIBILITY

It is important to ensure PDFs are accessible so assistive reading technology will help understand the information presented in the document – especially people who have little or no vision or a learning disability. Various criteria are required to be met to make a document accessible, including document reading order, tagging, accessible links, alt text, title and language.

PDF accessibility criteria can be found in “[Appendix A: PDF Accessibility](#)” in this document.



5.0 CITY OF VAUGHAN WEBSITE CONTENT GOVERNANCE

The City’s current governance structure is decentralized, meaning each department has staff who have access to uploading content to the website. They are known as “contributors.” The same department will have one or more “approvers” who have the authority to approve content to webpages posted by the contributors. At this time, there are more than 450 contributors and approvers across the City.

A decentralized model means each department’s web section AODA compliance is the responsibility of the department managing their subsite. Corporate and Strategic Communications assists departments with content development and accessibility compliance when required.

6.0 IMPLEMENTATION PLAN FOR ACHIEVING CONTENT ACCESSIBILITY ON VAUGHAN.CA – PAGE CONTENT

6.1 Plan

There are more than 450 contributors and approvers across the organization who have access to editing and approving departmental page content and uploading documents on vaughan.ca.

A crucial step in achieving website WCAG 2.0 AA compliance relies on existing website contributors and approvers – who will be required to be trained and tasked with the responsibility to ensure all content and documents are accessible within their section. The rollout of this plan will occur over the course of 2021. The accessibility principles outlined in this document will not change between platforms (Sharepoint 2013 and Sharepoint 2016), and this plan will be relevant moving forward.

6.2 Inform and empower contributors

This stage will involve action on making the website accessible through the multiple staff contributors. This implementation includes:

- A mandatory training video – including a how-to document, will be required for all website contributors to ensure they understand how to make pages accessible
- A monthly Siteimprove Accessibility Report will be provided by a contributor in each group and distributed to each section (department)
- A clean up of each section’s pages and documents (deletion and updating) by contributors

6.3 Sustain

All contributors will be responsible for ensuring that their section’s pages are kept accessible and up to date. Through monthly reports via Siteimprove, sections will be responsible for ensuring their PDFs and pages are deemed AODA compliant. Corporate and Strategic Communications (CSC), the Office of the Chief Human Resources Officer (HR) and the Office of the Chief Information Officer (OCIO) will monitor and assess content and document pages that do not meet accessibility requirements where necessary.

6.4 Implementation plan

| Tactic | Details | Timing | Team |
|----------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|---------|-------------|
| Plan | | | |
| Develop and finalize Website Content Accessibility Plan | Develop and finalize | Q1 2021 | CSC |
| Add to the City's current Accessibility Plan | Update the current Accessibility Plan to include provisions around making the website accessible | Q1 2021 | CSC/HR |
| Inform | | | |
| Socialize and gain approval on the Website Content Accessibility Plan with CSC/OCIO/HR | Socialization and feedback | Q1 2021 | CSC/OCIO/HR |
| Socialize and gain approval with SLT-E and the City Manager | Communication and buy-in | Q2 2021 | CSC |
| Development of Training Material and Resources | Film video and get resources together for the website | Q2 2021 | CSC |
| Email 1 to contributors and approvers | First email notifying that AODA website accessibility is in effect and brief that more instructions will be forthcoming | Q3 2021 | CSC |
| Email 2 to contributors and approvers 2 | Second email notifying of training | Q1 2021 | CSC |
| Email 3 to contributors and approvers 3* | Third email notification of website clean-up instructions (content and PDF) | Q2 2021 | CSC |
| Initial Siteimprove Accessibility Reports | Accessibility reports for each section mailed out | Q2 2021 | CSC/OCIO |
| Ongoing emails and correspondence, as required | Communications and touch-points with contributors and approvers, where required | Ongoing | CSC/OCIO/HR |

| | | | |
|--------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|--------------------------------------------|
| Implement | | | |
| Training for contributors and approvers | Train all contributors and approvers on <ul style="list-style-type: none">AODA website requirementMaking pages (content) accessibleMaking PDFs/Forms accessible**Reminder to check Siteimprove Accessibility reports | Q3 2021 | CSC |
| Section clean-up all departments | All departments to clean up content and make PDFs/forms accessible** | Q3/Q4 2021 | CSC/OCIO/HR All contributors and approvers |
| Sustain | | | |
| Monthly Siteimprove accessibility reports | Contributors will be responsible to produce a Siteimprove report to ensure accessibility continues to be met | Q3 2021 and ongoing | All contributors and approvers |
| Monitoring of webpages and content where required | OCIO and CSC with the assistance of the Accessibility Co-ordinator will monitor and reach out to contributors for remediation where required | Ongoing | CSC/OCIO/HR |
| Continual training resources | Ongoing training and resources for staff who are new and make PDFs or contributors/approvers of the website | Ongoing | CSC/OCIO/HR |
| Insert in City Manager email? eNewsletter? | A blurb on website accessibility tips and tricks for all staff or interesting facts | Ongoing | CSC |
| Ongoing emails and correspondence with contributors and approvers, as required | Communications and touch-points with contributors and approvers, where required | Ongoing | CSC/OCIO/HR |

**happening at the same time as training*

***remediation assistance from a third-party may be required*

APPENDIX A

PDF ACCESSIBILITY

The following criteria should be met for every PDF to ensure accessibility, no matter what is present in the content of the document:

PDF content

- **Tagging** is in order [WCAG criterion 1.3.1](#)
 - Document contains all informational content in the tag structure [WCAG 2.0 criterion 1.3.1](#)
 - Document has all non-standard tags appropriately mapped to standard Adobe tags [WCAG 2.0 criterion 4.1.2](#)
 - Document has all the text within the tags correctly formatted (free from line breaks and split words) [WCAG 2.0 criterion 4.1.1](#)
 - Document has paragraph tags that accurately represent visual paragraphs [WCAG 2.0 criterion 1.3.1](#)
- **Reading order** in the tag structure is accurate and logical and the tags match the order in which they should be read [WCAG 2.0 criterion 1.3.2](#)
- **Language** of the document is correct [WCAG 2.0 criterion 3.1.1](#)
- **Title** is filled out in the Document Properties [WCAG 2.0 criterion 2.4.2](#)
- **Bookmarks** are accurate for those greater than nine pages in length [WCAG 2.0 criterion 2.4.5](#)
- **Colour contrast:** information is conveyed by methods other than colour alone [WCAG 2.0 criterion 1.4.1](#) and all text (with the exception of logos) have a contrast ratio of 4.5:1 or greater no matter the size [WCAG 2.0 criterion 1.4.3](#)
- Document **fully passes** the Microsoft Office and Adobe Accessibility Checker [WCAG 2.0 criterion 4.1.1](#)
- Document is **free from content that flashes** more than three times per second [WCAG 2.0 criterion 2.3.1](#)
- Document is **free from review-related content** carried over from Microsoft Office or other editing tools such as comments, tracked changes or embedded speaker notes [WCAG 2.0 criterion 1.3.1](#)
- Document has **text that can be resized** and considered readable when magnified to 200 per cent [WCAG 2.0 criterion 1.4.4](#)

If the PDF document has other features, the following must be considered:

Forms

- All form fields correctly tagged [WCAG 2.0 criterion 3.3.2](#)
- All form fields contain understandable labels and tool-tips [WCAG 2.0 criterion 3.3.2](#)
- The tool-tips contain all formatting requirements that will be automatically flagged as an error [WCAG 2.0 criterion 3.3.2](#)
- Required fields programmatically set [WCAG 2.0 criterion 3.3.1](#)
- Tab order of the form fields logical? [WCAG 2.0 criterion 1.3.2](#)

Headings

- Text intended to act as a visual heading tagged with the heading tags (H1 through H6) [WCAG 2.0 criterion 1.3.1](#)
- Heading tags follow a logical hierarchical progression (do not skip heading levels) [WCAG 2.0 criterion 1.3.1](#)
- Heading tags used only on text that defines a section of content [WCAG 2.0 criterion 1.3.1](#)
- Heading text accurately describes the sectional content [WCAG 2.0 criterion 2.4.6](#)

Images

- All images conveying information tagged as figures and included in the tag structure [WCAG 2.0 criterion 1.3.1](#)
- All images conveying information have alt text that provides the same level of understanding a visual user would gain [WCAG 2.0 criterion 1.1.1](#)
- All decorative images tagged as artifact/background? [WCAG 2.0 criterion 1.1.1](#)
- Complex images have an alternate accessible means of understanding? [WCAG 2.0 criterion 1.1.1](#)
- Document is free from images of text? (Picture of an informational table, screenshot of text from another source, etc.) [WCAG 2.0 criterion 1.4.5](#)
- Groups of related images tagged in a way assistive technology users would understand [WCAG 2.0 criterion 1.1.1](#)

Links

- Links tagged correctly in the tag structure (Contain visual link text and link OBJR within the Link tag) [WCAG 2.0 criterion 1.3.1](#)
- Links distinguished by a method other than colour [WCAG 2.0 criterion 1.4.1](#)
- All link text can be understood out of context. If not, a generic link has sufficient context [WCAG 2.0 criterion 2.4.4](#)

Lists

- All visual lists tagged correctly with the List, List Item (LI), and Body tags [WCAG 2.0 criterion 1.3.1](#)
- The number of items in the tag structure match the number of items in the visual list [WCAG 2.0 criterion 1.3.1](#)
- Nested lists appropriately nested in the tag structure [WCAG 2.0 criterion 1.3.1](#)

Other common elements

- Any nonstandard text (glyph) is tagged in an accessible manner [WCAG 2.0 criterion 1.1.1](#)
- Optical Character Recognition (OCR) is successfully performed on a scanned image document [WCAG 2.0 criterion 1.4.5](#)
- The language is appropriately set for all foreign words or phrases [WCAG 2.0 criterion 3.1.2](#)
- The table of contents is tagged with appropriate tags , table of contents item) [WCAG 2.0 criterion 1.3.1](#)
- All internal links table of contents entries are functioning correctly (if linked) [WCAG 2.0 criterion 2.4.5](#)
- Citations and footnotes/endnotes are tagged with appropriate tags (reference, note) [WCAG 2.0 criterion 1.3.1](#)

Tables

- The document uses table tags only for data tables [WCAG 2.0 criterion 1.3.1](#)
- The table structure in the tag tree matches the visual table layout [WCAG 2.0 criterion 1.3.1](#)
- All header cells are tagged with the TH tag. Are all data cells tagged with the TD tag [WCAG 2.0 criterion 1.3.1](#)
- All Header cells contain text [WCAG 2.0 criterion 1.3.1](#)
- Merged cells are correctly spanned with Colspan and/or Rowspan [WCAG 2.0 criterion 1.3.1](#)
- Data tables with one set of both column and row headers appropriately use the scope to associate to data cells [WCAG 2.0 criterion 1.3.1](#)
- Data tables with more than one set of column and/or row headers appropriately use id/ headers to associate to data cells [WCAG 2.0 criterion 1.3.1](#)

Sample of updated suggested wording in Website Plan:

Accessible websites and web content accomplishments to date:

- Addition of “Accessibility” link to a page with resources or alternative format requests on every page
- Addition of “Accessible formats or communication supports are available upon request.” at the bottom of every page on vaughan.ca
- Advised and trained website contributors in other departments on how to make documents and their webpages accessible
- Championed AODA website requirements and accessibility best practices across the organization
- Refreshed and reorganized entire website service/department sections to improve usability and accessibility
- Conceptualizing and developing a plan for website content accessibility and compliance for the organization which will carry the City through to AODA website compliance for 2021 and beyond
- Retention of eSolutions group to conduct comprehensive, proactive training of multiple staff members across the organization on how to make documents accessible – primarily PDFs for posting online
- All PDFs posted online beginning Q3 and Q4 2020 are AODA compliant
- Proactive vs. reactive approach
- Corporate and Strategic Communications team is tasked with the responsibility of ensuring all PDFs from partners and departments are accessible
- Empower the Communications Advisor, External and Website Content Management to deny posting unless documents are accessible

Planned action:

In accordance with the AODA, WCAG 2.0 AA standards:

- Develop and execute a Website Content Accessibility Plan across the organization
- Ensure development of upcoming website platform – Content Management Systems
- Use guiding principles in the development of new corporate intranet applications as outlined by the Ontario Government’s new Online Design Program standard, which specifies compliance with international accessibility guidelines, W3C WCAG 2.0 Level AA
- Update and reconsider documents and processes to outline roles and responsibilities regarding content compliance and governance for the new website platform
- Follow the mandated AODA guidelines and Province of Ontario IT solutions that support obligated Private Sector and Broader Public Sector organizations in compliance initiatives
- Partner with the Accessibility Coordinator and, in collaboration with operating divisions, provide guidelines to all staff to ensure public documents and media are readily available in alternate accessible formats
- Expand corporate awareness of requirements for compliance with Information and Communication Standards of AODA

City of Vaughan
Corporate and Strategic Communications
2141 Major Mackenzie Dr.
Vaughan, ON, Canada
L6A 1T1
905-832-2281



Committee of the Whole (2) Report

DATE: Tuesday, February 09, 2021

WARD(S): ALL

TITLE: INCLUSIVE DESIGN STANDARDS

FROM:

Michael Coroneos, Deputy City Manager, Corporate Services, City Treasurer and Chief Financial Officer

ACTION: DECISION

Purpose

To seek approval of the City of Vaughan's Inclusive Design Standards. (IDS).

Report Highlights

- The Inclusive Design Standards is a best practice document on how to make buildings and other areas like play spaces as inclusive as possible.
- The document will act as a guide for new constructions and extensive renovations in the City of Vaughan.
- Elements addressed in the Inclusive Design Standards include but are not limited to play spaces, washrooms, trails, service counters, office environments and places of prayer and reflection.

Recommendation

1. That the Inclusive Design Standards (IDS) as contained in Attachment 1 to this report be approved.

Background

The Inclusive Design Standards were created by SPH Planning and Consulting in consultation with the City of Vaughan's Accessibility and Diversity Coordinator and Facility Management Department. The Inclusive Design Standards will be a document

that must be consulted for new construction or extensive renovations. For example, when a community centre is built or renovated in Vaughan, it is ensured that Accessibility for Ontarians with Disabilities Act (AODA) and Ontario Building Code (OBC) requirements are met. The goal with the Inclusive Design Standards is to ensure that it is implemented as much as possible within reason.

The City of Vaughan Inclusive Design Standards is not a legislative document, but it gives the City an opportunity to demonstrate market leadership from an inclusive design perspective as it goes beyond legislative requirements like the AODA and OBC. The Inclusive Design Standards also reflect the City of Vaughan's moral obligation to be as inclusive as possible to its staff, residents and visitors.

Previous Reports/Authority

N/A.

Analysis and Options

Municipalities like Markham, Toronto and London have standards similar to the City of Vaughan Inclusive Design Standards. This is common practice among organizations that strive to be leaders in inclusive design. The City of Vaughan Inclusive Design Standards demonstrate leadership as it goes beyond accessibility recommendations and features elements like prayer rooms.

Financial Impact

Facility Management procured the services of SPH Planning and Consulting through an RFQ process to create the Inclusive Design Standards. Facility Management allocated \$200,000 over the next year to cover any costs pertaining to the implementation of the Inclusive Design Standards. Examples of potential costs include but are not limited to washroom and parking renovations.

Broader Regional Impacts/Considerations

N/A.

Conclusion

The City of Vaughan Inclusive Design Standards is a best practice document on how to make buildings and other areas like play spaces as inclusive as possible. The document will act as a guide for new construction and extensive renovation in the City of Vaughan.

The Inclusive Design Standards demonstrate Vaughan's commitment to inclusive design and moral obligation to being as inclusive as possible for its residents, staff and visitors.

For more information, please contact: Warren Rupnarain, Accessibility and Diversity Coordinator, ext. 8641.

Attachment

1. City of Vaughan Inclusive Design Standards.

Prepared by

Warren Rupnarain, Accessibility and Diversity Coordinator, ext. 8641.

Approved by



Michael Coroneos,
Deputy City Manager,
Corporate Services, City Treasurer
and Chief Financial Officer

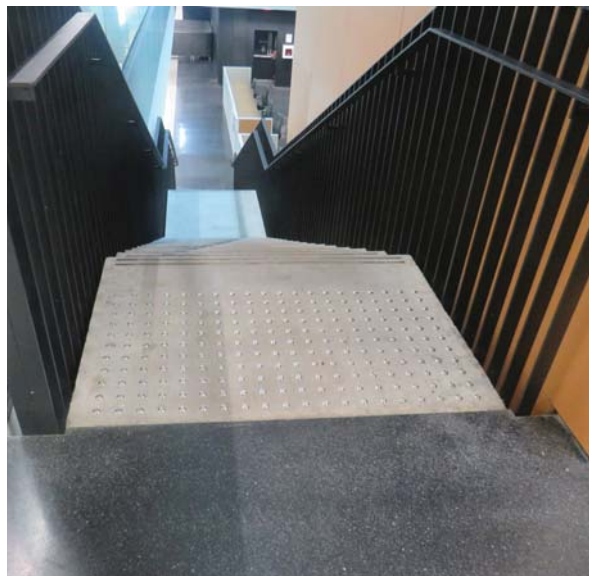
Reviewed by



Jim Harnum, City Manager



Inclusive Design Standards (IDS)



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Inclusive Design Standards

Contact Information:

Office of the Chief Human Resources Officer

Contact: Warren Rupnarain, Accessibility and Diversity Coordinator

Phone: 905-832-2281, ext. 8641

Fax: 905-832-8575

Email: warren.rupnarain@vaughan.ca

Location:

Vaughan City Hall, Level 100

2141 Major Mackenzie Dr.

Vaughan, ON L6A 1T1

Alternate Formats Are Available Upon Request

Revision History

| Version | Date | Notes |
|---------|------|-------|
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Introduction

1.0

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Introduction

1.0

Mandate

The City of Vaughan intends to be a leader in developing accessible environments for all, embracing the principles of “universal design”, defined as the:

“design of products and environments to be usable by all people, to the greatest extent possible, without the need for adaptation or specialized design.”

Source: North Carolina State University, Center for Universal Design, 1997

These **Inclusive Design Standards (IDS)** were developed with recognition of the following:

- **Diversity:** Encourages the inclusion and integration of diverse communities, appreciating differences, while promoting a common goal to make City of Vaughan a harmonious place to work and live for everyone;
- **Barrier Removal:** Preventing and removing barriers that create separation and special treatment;
- **Provincial Directions:** Accessibility standards in the areas of customer service, information and communication, employment, transportation and the built environment, developed under the Accessibility for Ontarians with Disabilities Act (AODA) initiative; and
- **Changing Demographics:** People with varying types of disabilities comprise a significant proportion of the population, whether considered locally, provincially or nationally. The proportion of seniors within the Canadian population is also increasing rapidly and for some seniors, acquiring a disability may also increase with age.

With accessibility requirements and related best practices continually evolving, especially in light of recent changes to Provincial legislation / building code etcetera, the development and updating of the City of Vaughan's Inclusive Design Standards (IDS) is intended to be an ongoing process. The IDS is a "living document", expected to evolve over time to meet best practices, future changes that may be related to the Ontario Building Code (OBC) and requirements for the design of the Built Environment as part of the Accessibility for Ontarians with Disabilities Act (AODA) and related Design of Public Spaces Standards (DoPS).

During the design, planning and construction of accessible spaces and buildings, a wide range of opportunities exist not only to optimize independent access for persons with disabilities but also to improve accessibility for all users. The purpose of the City of Vaughan's IDS is to provide practical examples of solutions that optimize accessibility for new construction or for the renovation of existing facilities, owned or leased by City of Vaughan.

Finally, the Corporation of City of Vaughan is committed to eliminating barriers and improving accessibility for persons with disabilities in a manner that respects dignity, independence, integration and equal opportunity. The City of Vaughan recognizes the diverse needs of all our residents and customers and will respond by striving to provide services and facilities that are accessible to all. The City of Vaughan is committed to meeting the needs of people with disabilities in a timely manner, and will do so by preventing and removing barriers to accessibility and meeting accessibility requirements under the Accessibility for Ontarians with Disabilities Act (AODA).

Principles of Universal Design

- 1** ----- **Equitable Use** ----- The design is useful and marketable to people with diverse abilities.
- 2** ----- **Flexibility in Use** ----- The design accommodates a wide range of individual preferences and abilities.
- 3** ----- **Simple and Intuitive** ----- Use of the design is easy to understand, regardless of the user's experience, knowledge, language skills or current concentration level.
- 4** ----- **Perceptible Information** ----- The design communicates necessary information effectively to the user, regardless of ambient conditions or the user's sensory ability.
- 5** ----- **Tolerance for Error** ----- The design minimizes hazards and the adverse consequences of accidental or unintended actions.
- 6** ----- **Low Physical Effort** ----- The design can be used efficiently and comfortably and with a minimum of fatigue.
- 7** ----- **Size and Space for Approach and Use** ----- Appropriate size and space is provided for approach, reach, manipulation and use regardless of user's body size, posture or mobility.

Source: North Carolina State University, Centre for Universal Design, 1997.

Understanding Disability

Using a Cross-Disability Perspective

Knowledge of the basic characteristics of different disabilities and the resulting barriers is critical towards understanding individual needs and how to address them when designing the built environment. Common “types” of disabilities are identified within these Guidelines to assist with understanding how users with disabilities interact with elements of the built environment. A summary of key “types” of disabilities include:

Best Practice

Consideration of “Universal Abilities”

The intent is to recognize and understand that everyone will experience variations in abilities throughout their lifespan, or ‘universal’ abilities.

This approach considers no distinction between people with or without disabilities, focusing on identifying what is usable and safe for everyone in the community. The focus is also on extending the ideals of accessible design to routinely under-served populations, like people of short stature, seniors, pregnant women, parents with children in strollers, people who speak different languages and others.

Auditory Disabilities

Involve having partial or no hearing (e.g., persons who are deaf, deafened or hard of hearing). For some individuals, the loudness of the sound will determine whether it is heard, for others, it depends on the type of sound (e.g., consonants versus vowels, or the intonation). In other situations, individuals may also become confused by certain sounds due to excessive background noises.

Emotional Disabilities

May be hidden or apparent (e.g., depression). In many cases, they have little or no effect on learning. They may appear in actions of indifference or other types of mood swings. The causes of emotional disabilities are wide ranging but common forms are evident in individuals experiencing depression, anxiety or stress.

Intellectual, Developmental and Learning Disabilities

The type of cognitive impairment can vary widely, from severe intellectual disabilities, to the inability to remember, to the absence or impairment of specific cognitive functions (e.g., language). As an example, autism, which is a common disability, is a complex developmental disability as a result of a neurological disorder that affects the functioning of the brain. Children and adults with autism typically have difficulties in verbal and non-verbal communication, social interactions, and leisure or play activities. Individuals with autism may also experience sensitivities in sight, hearing, touch, smell and taste.

Mental Health Disabilities

Can take many forms and ‘overlap’ with other types of disabilities, including emotional disabilities. Stigma and stereotypes about mental health are unfortunately still prevalent, including common fears and misunderstandings by society at large. Some examples of common mental health disabilities include bipolar disorder, psychosis, schizophrenia, anxiety, attention deficit, mood and eating disorders. Overall, mental health is affected by many factors including where people live, the state of individual environments, genetics, income and education levels, and people’s relationships with friends and family.

Physical Disabilities

Involve limited mobility (e.g., limited ability to walk, move, stand for long periods or to carry objects) or stamina, or restricted agility (e.g., limited ability to bend, dress, feed oneself, or to manipulate objects).

Visual Disabilities

Involve complete blindness, limited or residual sight. It may involve a loss of visual clarity /acuity or a decrease in the size of the visual field.

1.1 Regulatory Framework

The application of these guidelines is driven by the regulatory environment and important Provincial accessibility legislation and related requirements, which also supports the City's position and initiative to be proactive and a leader in developing inclusive communities. The regulatory framework is summarized as follows.

1.1.1 The Accessibility for Ontarians with Disabilities Act (AODA, 2005, S.O. 2005, Chapter 11)

The Accessibility for Ontarians with Disabilities Act (AODA) is legislation that aims to identify, remove, and prevent barriers for people with disabilities. The AODA became law on June 13, 2005 and applies to all levels of government, non-profits, and private sector businesses in Ontario that have one or more employees (full-time, part-time, seasonal, or contract). The AODA sets out a process for developing and enforcing accessibility standards and it is made up of five (5) parts, or Standards, with deadlines for compliance identified.

The intent is that people with varying types of disabilities and industry representatives will work in collaboration with the Government of Ontario to develop the standards with the aim of making Ontario accessible by 2025 through the implementation and enforcement of the standards.

1.1.2 Summary of AODA Accessibility Standards

Accessibility standards are laws that government, businesses, non-profits and public sector organizations must follow to become more accessible, with the intention that organizations identify and remove barriers to improve accessibility for people with disabilities in key areas of daily life. These areas are organized as five (5) standards, as part of the **Integrated Accessibility Standards Regulation (IASR, Ontario Regulation 191/11)**, which also identifies some general requirements (under Part I).

The five (5) standards under the IASR include:

- **Information and Communications Standards (Part II):** To help organizations make their information accessible to people with disabilities.
- **Employment Standards (Part III):** To help make hiring and employee support practices more accessible.
- **Transportation Standard (Part IV):** To make it easier for everyone to travel in the province.
- **Design of Public Spaces (Part IV.1):** To help organizations make new and redeveloped outdoor public areas accessible.
- **Customer Service Standards (Part IV.2):** To help remove barriers for people with disabilities so they can access goods, services or facilities

Part V of the IASR addresses compliance requirements. The IASR also includes the following general requirements, under Part I:

- Overview of the purpose, application and definitions;
- Establishment of accessibility policies;
- Development of multi-year accessibility plans (e.g., including updating every five years);
- Consideration of accessibility needs as part of the procurement process and when designing or purchasing self-service kiosks; and
- Provision of training (e.g., staff and volunteers).

Additionally, in 2020, two new AODA standards were being developed at the time the IDS was published:

- The Health Care Standards; and
- The Education Standards.

1.1.3 Summary of Consultation Requirements

The **Design of Public Spaces Standards (Part IV.1)** also requires obligated organizations to consult with people with disabilities, accessibility advisory committee members and the public, for the following areas: (Note: This information is also identified in the applicable sections of these Inclusive Design Standards)

- **Recreational trails** (e.g., slope, need for & location or ramps, need for & location of rest / passing / viewing areas and amenities / other pertinent features on the trail);
- **Outdoor play spaces** (e.g., needs of children and caregivers with various disabilities, when constructing new or redeveloping existing);
- **Exterior paths of travel – rest areas** (e.g., design and placement of rest areas, when constructing new or redeveloping existing paths of travel, intended to be maintained); and
- **On-street parking spaces** (e.g., need, location and design of accessible on-street parking, when constructing new or redeveloping existing on-street parking spaces).

1.1.4 The Ontario Human Rights Code (OHRC)

The Ontario Human Rights Code (referred to as ‘the Code’) protects all Ontario residents from discrimination and harassment in specific areas including services, housing, contracts and employment. Under the Code, every person has a right to equal treatment with respect to services, goods and facilities, without discrimination because of disability, race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, marital status, same-sex partnership status, and family status. Further, the Code recognizes that people with disabilities have the right to be able to access services, jobs and housing, with the right to assume the same responsibilities and duties as everyone else.

Employers, landlords, service providers and others have a duty to consider the needs of people with disabilities. This can include ways to apply the principles of inclusive or universal design for the construction or renovation of buildings and facilities, as well as their application to related processes, programs and services. If systems, facilities or other elements of the built environment or people’s attitudes create discriminatory barriers, then they must be removed or changed. Where it is impossible to remove these barriers without undue hardship, then accommodations must be made so that people with disabilities can participate fully.

In summary, there are two important considerations related to the Ontario Human Rights Code that are critical to recognize as the City’s Inclusive Design Standards are implemented:

1. It has primacy over all other provincial legislation including the Ontario Building Code, the Ontarians with Disabilities Act, 2001 and the Accessibility for Ontarians with Disabilities Act, 2005; and
2. Its intent is to remedy the situation for the person or group that has been discriminated against and to prevent further discrimination. The intent is not to punish the individual or company that has discriminated. The Ontario Human Rights Code provides for civil remedies, not criminal penalties. Persons or companies found to have discriminated can be made to compensate a complainant or make changes in the way they conduct their affairs.

1.1.5 The Ontario Building Code (OBC)

The most recent accessibility amendments to Ontario's Building Code (OBC) came into force on January 1, 2020, following other substantial updates in 2015.

The accessibility requirements, or "barrier-free design" requirements as they are referred to in the OBC, are generally recognized as representing a minimum standard for accessibility.

The requirements of the OBC specifically related to accessibility can be summarized as follows:

- Applies to most new construction and extensive renovation; and
- Amended requirements cover a range of areas, such as parking, entrances, elevators, washrooms, barrier-free access, ramps, stairs, signs and exits.

Most importantly, compliance with the OBC does not constitute compliance with the Ontario Human Rights Code. This is a key reason why additional accessibility design standards for the built environment are required to address the needs of users with varying disabilities, as identified in the City's Inclusive Design Standards.

1.1.6 Canadian Standards Association "Accessible Design for the Built Environment" (CSA B651-12, revised 2018)

Currently the Canadian Standards Association's "Accessible Design for the Built Environment" (CSA) is recognized as a voluntary national built environment standard for Canada. The CSA requirements were updated in 2018 and are considered more comprehensive than the OBC. However, the CSA also has limitations; for example, the CSA contains very little with respect to signage and wayfinding accessibility requirements, or fire and life safety issues.

Overall, the City of Vaughan Inclusive Design Standards go above and beyond the minimum requirements of the OBC and the CSA, representing a "best practice" approach to providing accessible design. The OBC will be followed as required by law, however, there is no reason that the City's enhanced design standards for accessibility cannot be implemented where the intent and formal requirements of the OBC is also achieved.

1.1.7 Scope and Application

The accessible design criteria provided in these Standards aims to make all City-owned or leased buildings, infrastructure and elements accessible to City of Vaughan residents and visitors, as part of any new construction or renovation activities. The City of Vaughan recognizes that addressing accessibility issues as early as possible in the planning and design phases of new construction and redevelopment projects is the most practical and cost effective way to ensure accessible and inclusive environments.

City of Vaughan Staff will collaborate with all stakeholders throughout the development approvals process to ensure public spaces are designed to meet the requirements of these standards, including working with the **Vaughan Accessibility Advisory Committee (VAAC)** to review site plans and drawings that are provided by City Council and that are submitted to support planning applications.

These Inclusive Design Standards are:

- **Mandatory for all new construction and renovations (e.g., retrofit, alteration or addition) to existing facilities, owned, leased or operated by the City of Vaughan; and**
- **Recognized as addressing the needs of diverse users, with or without disabilities, to ensure inclusive environments for all.**

These Inclusive Design Standards are not applicable to the following spaces and areas:

- equipment service rooms or spaces;
- elevator machine rooms;
- janitor rooms;
- crawl spaces; and
- other areas identified in the Building Code.

Although the design criteria within these guidelines may differ from the requirements of the Ontario Building Code (OBC, Section 3.8, 2012), the intent is that OBC requirements are used as the baseline and minimum requirements that are to be applied. These guidelines are intended to reflect an optimum level of accessibility for the design of the built.

By making these Inclusive Design Standards available to all planning, design and development sectors, the City of Vaughan demonstrates its commitment to proactive measures to eliminate and prevent barriers faced by persons with disabilities.

Reference

A Site Plan Checklist for Accessibility has been developed within these guidelines. **Refer to Section 3.7.**

1.1.8 Existing Barriers and Conditions

Barrier removal for existing City sites, infrastructure, facilities and elements is conducted through a list of priorities established in the City's Multi-Year Accessibility Plan and through annual Capital Budget. The City intends to implement these Inclusive Design Standards to the greatest extent possible, for all renovations and alterations to facilities, sites and elements of the built environment.

1.1.9 Implementation Alternatives

Consistent with the policies of national and international accessibility standards, the information within these Inclusive Design Standards is not intended to prevent the use of other designs, products or technologies as alternatives to those identified. This assumes that the implementation of these alternatives will result in an equivalent or an increased level of accessibility, meeting the principles of universal accessibility.

Implementation alternatives will be evaluated on a project-by-project basis by City Staff, in collaboration and consultation with all relevant stakeholders, including the **Vaughan Accessibility Advisory Committee (VAAC)**, as required

1.2 Guideline Organization

These Inclusive Design Standards were organized to provide accessibility criteria in the following sections, in order to group and identify issues that are related.

These Sections are further divided into additional subsections that refer to specific site or facility elements. At the start of each of section, the "Application" of the guidelines is identified to assist with implementation and how each section relates or applies to the built environment, element or feature. These sections are identified and colour-coded as follows

1.0

Introduction

2.0Common Elements:
Exterior and Interior**3.0**

Exterior Environments

4.0Interior
Environments**5.0**Systems, Controls and
Communications**6.0**Special Facilities and
Spaces**7.0**

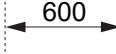
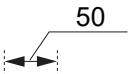
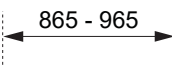
Appendices

1.2.1 Tables, Figures and Graphics

Throughout these Inclusive Design Standards, several tables, figures and graphics are provided to assist the user with understanding the application of the accessibility criteria and design issues under consideration.

1.2.2 Dimensions

The dimensions for specific accessibility criteria are stated in millimetres (mm) or metres (m) throughout this document, rounded up to the nearest multiple of five. Dimensions that are not marked as “maximum” or “minimum” are absolute, unless otherwise indicated. All dimensions for construction purposes are subject to conventional industry tolerances. Dimension conventions for diagrams are as follows.

| Convention | Description |
|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
|  | dimension showing measurements in millimetres (unless otherwise specified) above the line |
|  | dimension for small measurements |
|  | dimension showing a range with minimum - maximum |
| min. | minimum |
| max. | maximum |

1.2.3 Definitions

Throughout this document, terminology may be used that may not be familiar or understood. Definitions for key words are provided in the **Appendix, Section 7.1**.

1.2.4 Feedback Form

The City of Vaughan recognizes that accessibility best practices continue to evolve and change over time, with the expectation that these Inclusive Design Standards are recognized as a “living document” and will be updated on a regular basis. A feedback form is provided in **Section 7.4**, for any recommendations on how to improve this document or to provide new information.

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Common Elements: Exterior and Interior

2.0

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Ground and Floor Surfaces

2.1

Application

This section applies to ground and floor surfaces throughout interior and exterior environments. The type of materials and finishes used for ground and floor surfaces are essential in determining accessibility.

Reference

Sec. 5.4 Acoustics

Sec. 5.7 Lighting

Note

Irregular surfaces, such as cobblestones or pea-gravel finished concrete are difficult for both walking and pushing a wheeled mobility device.

Uneven surfaces can create unpleasant and damaging vibration for wheeled mobility aids users.

Sand and gravel surfaces are extremely difficult surfaces for users of mobility aids to maneuver.

Hard floor surfaces, such as marble or terrazzo may amplify footsteps and add another level of noise for persons who are Deaf, deafened or hard of hearing.

Best Practice

To achieve a smooth transition between sections of concrete sidewalks when they are poured in place, finishing and texturing the surface after any scoring is completed (e.g., scoring is typically made for incorporating expansion joints between the sidewalk sections) will ensure no uneven surfaces, ridges or bumps are accidentally put in place between sidewalk sections.

Note

A firm surface does not change under vertical force / pressure.

A stable surface does not change or erode under angular forces.

2.1.1 Surfaces

Ensure all ground and floor surfaces in interior and exterior environments:

- a. are firm, stable and slip-resistant;
- b. have a matte finish to minimize glare;
- c. are not heavily patterned;
- d. are well-drained;
- e. have a vertical change in level less than 6 mm;
- f. have joints between surfaces no wider than 13 mm (maximum) or 6 mm (preferred) (**Figure 1**);
- g. where ground and floor surfaces have a change in level:
 - i. no bevel is required (e.g., vertical change permitted), where the change in level is less than 6 mm;
 - ii. provide a beveled slope of 1:2 (maximum - the ratio rise to run), where the change in level is between 6 and 13 mm;
 - iii. provide a slope, ramp or curb ramp, where the change in level is greater than 13 mm; and
 - iv. for exterior ground surfaces, refer to Section 3.3 Exterior Paths of Travel for additional details;
- h. do not amplify occasional noise; and
- i. provide colour contrast or a change in texture with surrounding surfaces:
 - i. at curb ramps and depressed curbs;
 - ii. adjacent wall surfaces or their baseboards;
 - iii. at changes in level (e.g., stairs and ramps);
 - iv. at obstacles; and
 - v. for tactile walking surface indicators (TWSI).

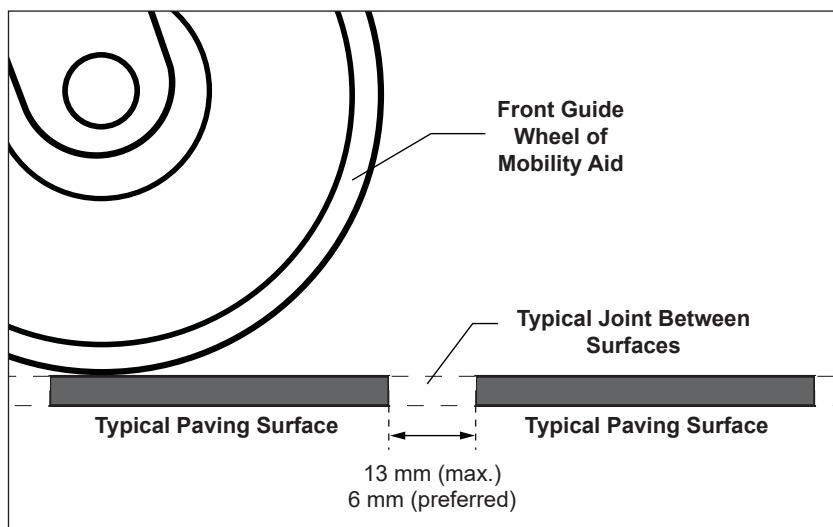


Figure 1: Joints Between Surfaces - Section View



Ensure a smooth transition is provided between sidewalk segments.

2.1.2 Carpets

Where carpeting is used:

- a. ensure it is securely fastened;
- b. ensure combined carpet and pad height does not exceed 13 mm;
- c. ensure any cushion, under padding or backing is firm to reduce rolling resistance for wheeled mobility aids; and
- d. ensure it is a low level loop or level cut / uncut pile.

Best Practice

Carpets without underpadding are preferred.

Note

Heavily patterned carpet designs are not accessible as they can be disruptive, confusing and misinterpreted as level changes by people with vision loss.

2.1.3 Floor Mats

Where floor mats are used:

- a. ensure they are securely fixed or placed in a depression that is level with surrounding floor area;
- b. ensure mats height are no more than 13 mm high with beveled edges; and
- c. provide colour contrast of 70% (minimum) between floor mats or grilles and surrounding surfaces.

Note

Colour contrasted floor mats can provide textural and visual cues for people with vision loss. They can also be used to indicate doorways or circulation intersection.



Example of a recessed floor mat system which is preferred.

Best Practice

Avoid the use of any grate, opening or cover along accessible routes, especially high traffic areas, in order to prevent any potential tripping hazards for all users, including people with vision loss.

Note

Openings larger than 13 mm may potentially catch wheels of mobility aids, canes or crutches.

2.1.4 Gratings and Covers

Openings can include sewer catch basin covers or drainage grates, utility covers and tree grates. Where there are any openings along the path of travel, or where gratings or other covers are required in both interior and exterior environments:

- ensure openings do not allow passage of an object that has a diameter greater than 13 mm (**Figures 2a & b**); and
- ensure that elongated openings are oriented perpendicular to the pedestrian path of travel.

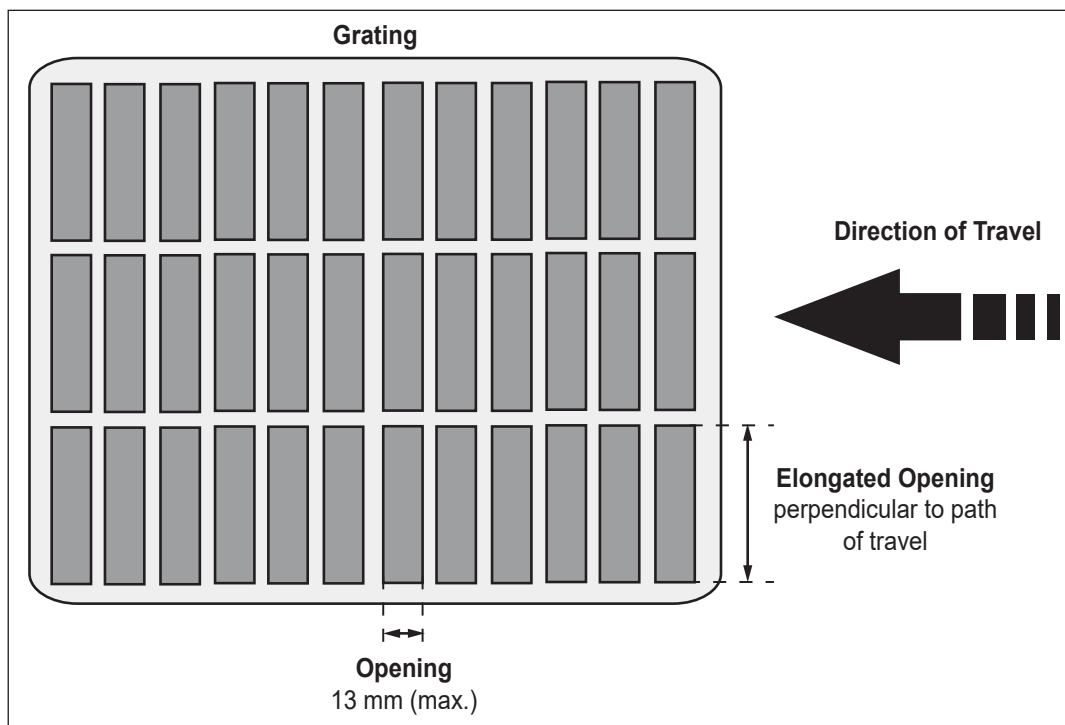


Figure 2a: Grating Opening - Plan View

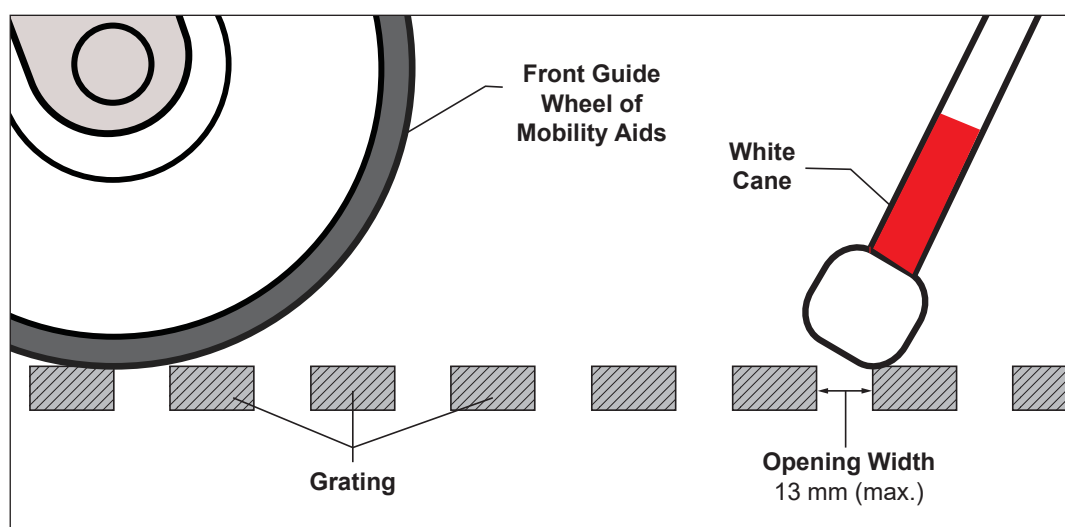


Figure 2b: Gratings - Section View



2.2

Application

This section applies to ramps provided as part of an accessible route within exterior or interior environments, where the slope of a path of travel exceeds a gradient of 1:20 (5%).

Additionally, refer to Ontario Building Code (OBC) and Integrated Accessibility Standards Regulation (IASR), Part IV.1 Design of Public Spaces Standards for requirements for ramps.

Reference

- Sec. 2.1 Ground and Floor Surfaces
- Sec. 2.4 Guards and Handrails
- Sec. 5.7 Lighting

Note

For new construction and where alternate universal design solutions are possible, it is preferred that ramps are integrated as part of the overall building design.

Best Practice

Where ramps are specifically designed for use by persons with vision loss, a ramp surface of up to 1500 mm wide is preferred, in order to allow space for a companion or guide dog.

2.2.1 Design Features

- a. provide a clear width of 1100 mm (minimum) between handrails;
- b. ensure individual ramp section is no longer than 9000 mm (**Figure 3**);
- c. provide landings:
 - i. at top and bottom of ramp;
 - ii. where there is any directional change; and
 - iii. between each ramp section where overall length of ramp exceeds 9000 mm (**Figure 5**);
- d. ensure lighting level of 50 lux (5 foot-candles) (minimum), measured at floor level;
- e. provide handrails on both sides of the ramp (**Figure 8**); and
- f. provide a wall or guard on both sides of ramp (**Figure 9**).

2.2.1.1 Running Slope

- a. ensure maximum gradient of 1:15 (6.67%) (**Figure 3**).

2.2.1.2 Cross Slope

- a. ensure maximum gradient of 1:50 (2%).

2.2.1.3 Edge Protection

Provide edge protection along ramps and landings:

- a. with a curb 75 mm (minimum) high, where no solid enclosure or solid guard is provided (**Figure 4a**); and
- b. with railings or other barriers that extend to within 50 mm (maximum) of the finished ground or floor surfaces (**Figure 4b & 4c**).

2.2.1.4 Colour Contrasting Strip

- a. provide a colour contrasted and slip-resistant strip at the beginning and end of ramp, and where landings meet a slope change (**Figure 3**); and
- b. ensure strips are 50 ± 10 mm wide, extending along the width of the ramp.

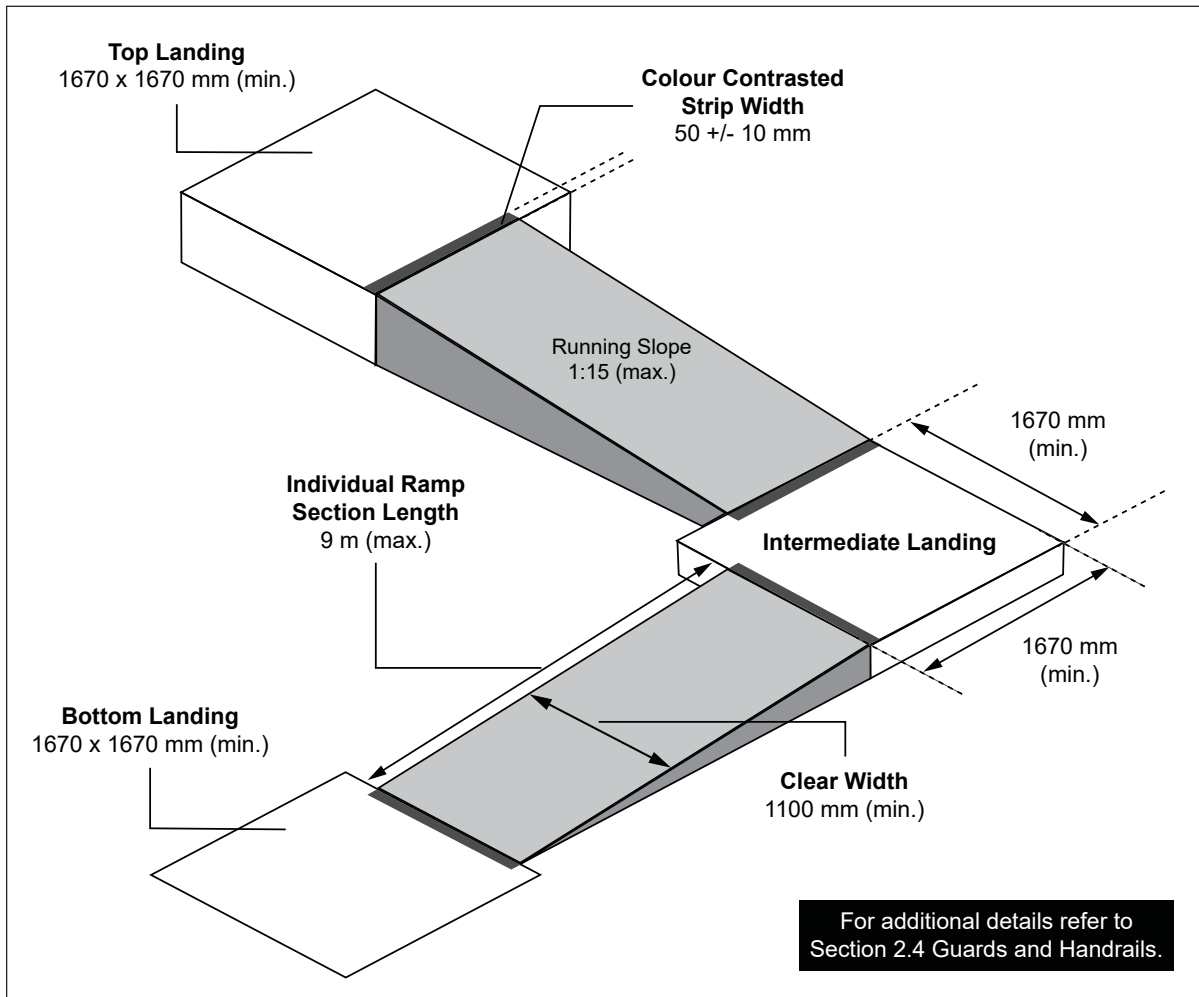


Figure 3: Ramp Design Features

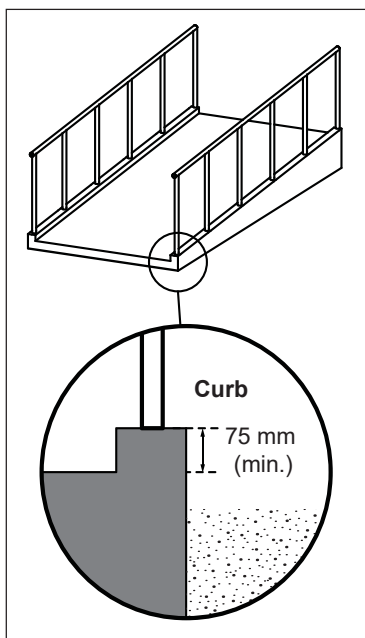


Figure 4a: Curb Protection

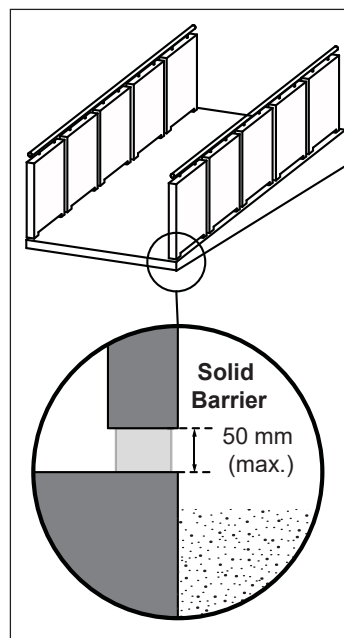


Figure 4b: Solid Barrier Protection

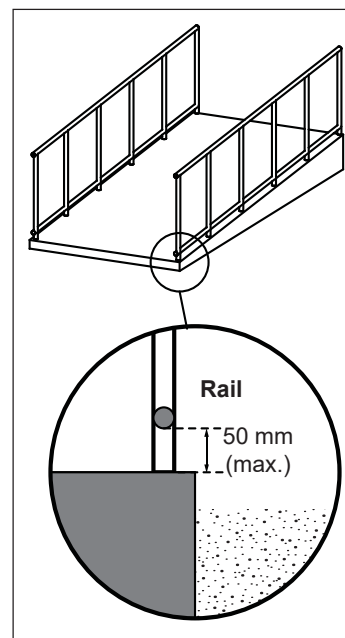


Figure 4c: Rail Protection

Best Practice

Exterior ramp and landing surfaces should be heated to prevent snow and ice accumulation during winter conditions.

Where space is available, a landing dimension of 2500 mm by 2500 mm is preferred in order to accommodate larger, wheeled mobility aids, including scooters and powered wheelchairs.

2.2.2 Landings

- ensure all landings are level and have a cross slope that is not steeper than 1:50 (2%);
- provide a clear space of 1670 mm by 1670 mm (minimum) at top and bottom landings and where there is an abrupt change in direction (**Figure 5**);
- for an in-line ramp, ensure landing is 1670 mm (minimum) long and at least the same width as the ramp (**Figure 5**);
- where the overall length of ramp exceeds 9000 mm, provide intermediate landings; and
- where a door swings into a ramp landing, ensure the length of landing is extended:
 - 600 mm beyond the latch side of the door opening, when the door swings towards the ramp landing (**Figure 6a**); and
 - 300 mm beyond the latch side of door opening, when door swings away from the ramp landing (**Figure 6b**).

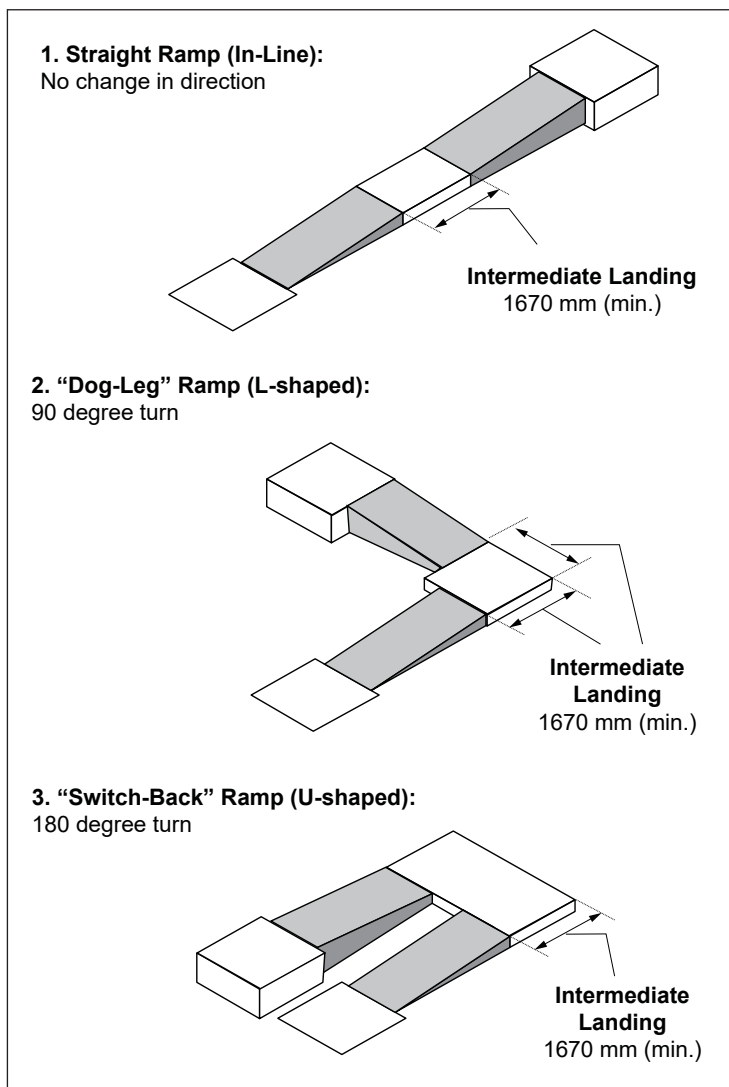


Figure 5: Typical Ramp Configurations

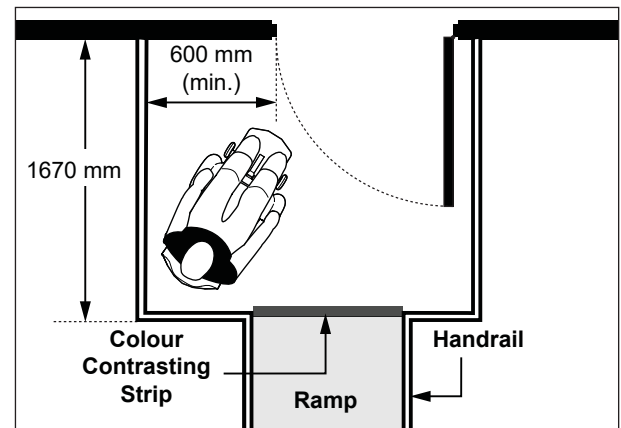


Figure 6a: Door Swings into Ramp Landing - Plan View

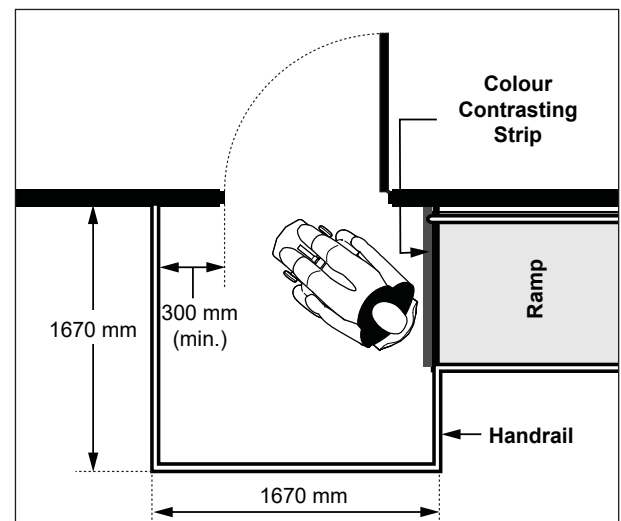


Figure 6b: Door Swings Away From Ramp Landing - Plan View

2.2.3 Handrails and Guards

2.2.3.1 Handrails

- mount on both sides of ramp, continuous along landings, at consistent height between 865 mm and 965 mm from top of ramp surface (**Figure 8**);
- provide clear width of 1100 mm (minimum) between handrails or any projections into the ramp;
- provide intermediate handrails where ramps are more than 2200 mm wide, with a maximum of 1650 mm between handrails;
- ensure colour contrasted finish of 70% (minimum) between handrails and mounting surfaces; and
- provide extensions based on the following criteria (**Figure 7a, b & c**):
 - extend horizontally 300 mm (minimum) at top and bottom landings;
 - design to return to the guard / rail, wall or floor;
 - ensure handrails are terminated in a manner that will not obstruct pedestrian path of travel or create potential bumping hazards;
- ensure all additional handrail requirements are provided (**Refer to Section 2.4, Guards and Handrails**).

Exception

Where a ramp serves as an aisleway for fixed seating, the requirements for handrails and for walls or guards need not apply.

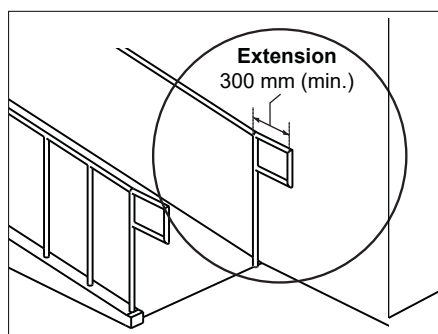


Figure 7a: Handrail Returns to Guard or Rail

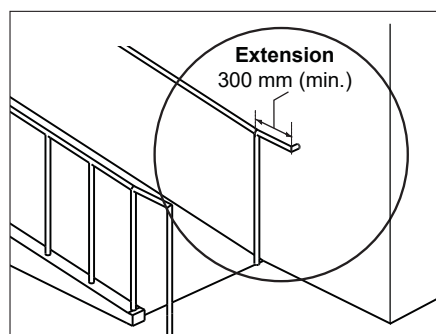


Figure 7b: Handrail Returns to Wall

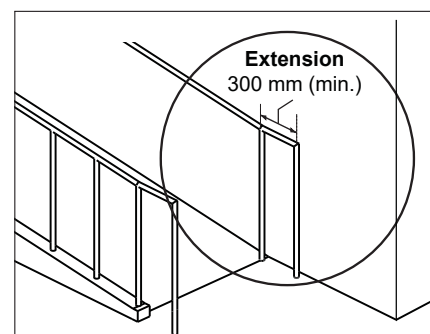


Figure 7c: Handrail Returns to Floor

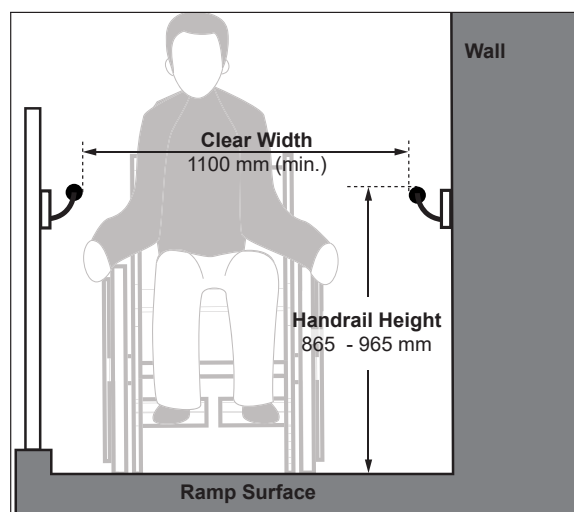


Figure 8: Handrail Design and Features - Section View



Ensure handrail extensions do not obstruct path of travel or create hazards.

Note

Ramps under the jurisdiction of the IASR, must have a wall or guard on both sides.

OBC Clause 3.8.3.4 requires a wall or guard on both sides of the ramp, while Clause 9.8.8.1 only requires a guard if the difference in elevation is more than 600 mm or the adjacent surface within 1200 mm has a slope steeper than 1:2.

2.2.3.2 Guards

Where walls or guards are required:

- mount at 1070 mm (minimum) high, measured vertically to the top of the guard from the ramp surface (**Figure 9**); and
- ensure that no member, attachment or opening located between 140 mm and 900 mm high above the ramp surface will facilitate climbing.

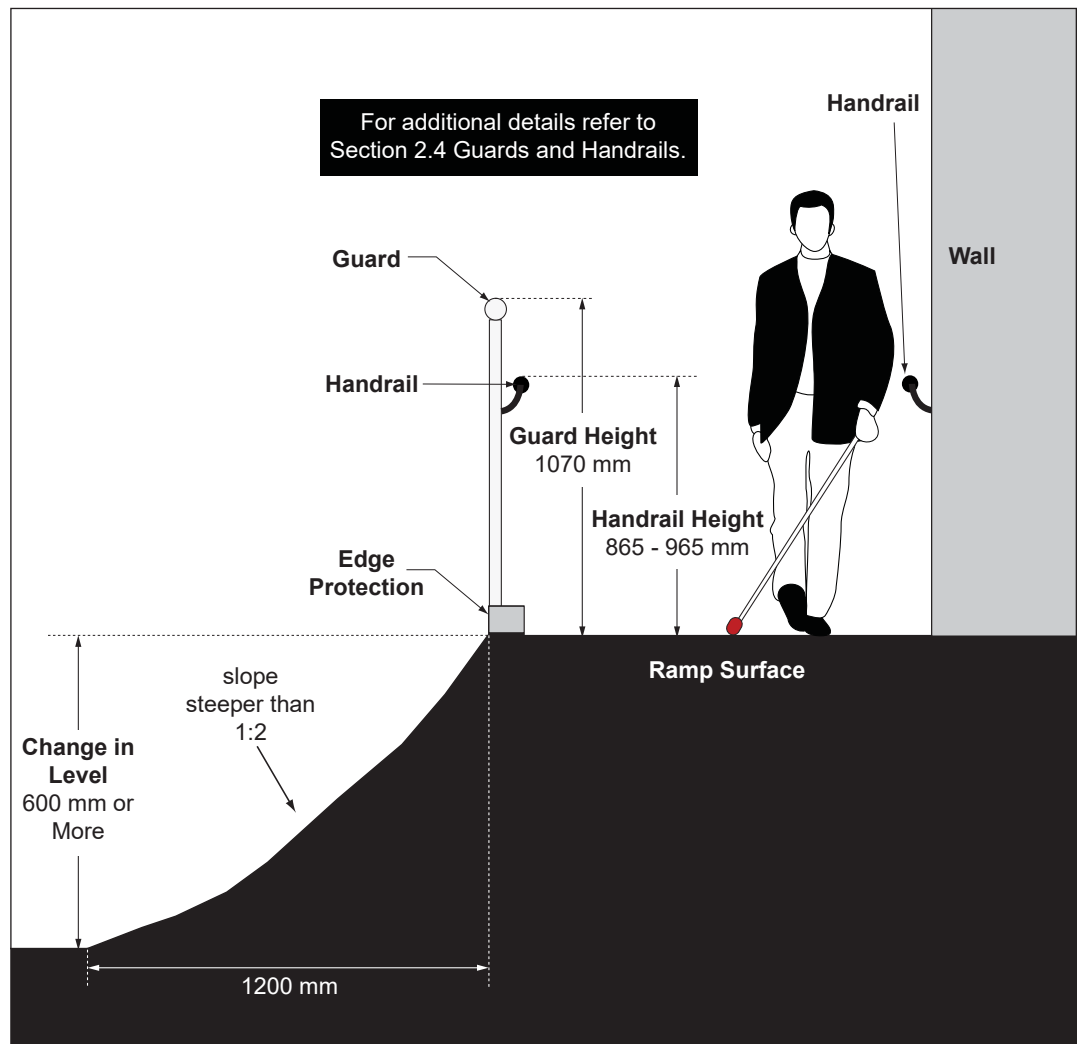


Figure 9: Guard Provision at Ramp - Section View



2.3

Application

This section applies to stair systems, where provided for exterior or interior environments.

Additionally, refer to Ontario Building Code (OBC) and Integrated Accessibility Standards Regulation (IASR), Part IV.1 Design of Public Spaces Standards for all applied requirements for stairs.

Reference

- Sec. 2.1 Ground and Floor Surfaces
- Sec. 2.4 Guards and Handrails
- Sec. 2.7 Tactile Walking Surface Indicators
- Sec. 5.7 Lighting

Exception

Riser height and tread depth guidelines do not apply to fire escape stairs.

Note

Marking strips can also be fully integrated within the design of the nosing or finish used on the tread. For exterior stairs, exposed to the elements, and/or stair systems that have a high level of pedestrian traffic, durable marking strips are recommended (e.g., carborundum).

2.3.1 Design Features

- ensure surface is stable, firm, slip-resistant and non-glare;
- provide lighting level of 50 lux (5 foot-candles) (average), measured at the tread; and
- design flights of stairs at 2 metres high or less, or where flights exceed this height, provide a level landing / resting area 1600 mm by 1600 mm (minimum).

2.3.1.1 Treads and Risers

- riser height of 125 mm (minimum) to 180 mm (maximum) **(Figure 10)**;
- tread depth of 280 mm (minimum) to 355 mm (maximum) **(Figure 10)**;
- no open risers are permitted; and
- ensure uniform riser height and tread depth throughout any stair system.

2.3.1.2 Nosings

- ensure no abrupt undersides;
- ensure they do not project more than 38 mm over the tread below and are sloped to the riser at an angle greater than 60 degrees to the horizontal;
- ensure leading edge is rounded or has a beveled profile, with a radius of curvature of 13 mm or less **(Figure 10)**; and
- provide horizontal marking strips:
 - 50 mm (+/- 10 mm) deep;
 - at the leading edge of the tread;
 - ensure strong colour contrast compared with tread and riser finishes with slip-resistant surface; and
 - extend the full width of the tread.

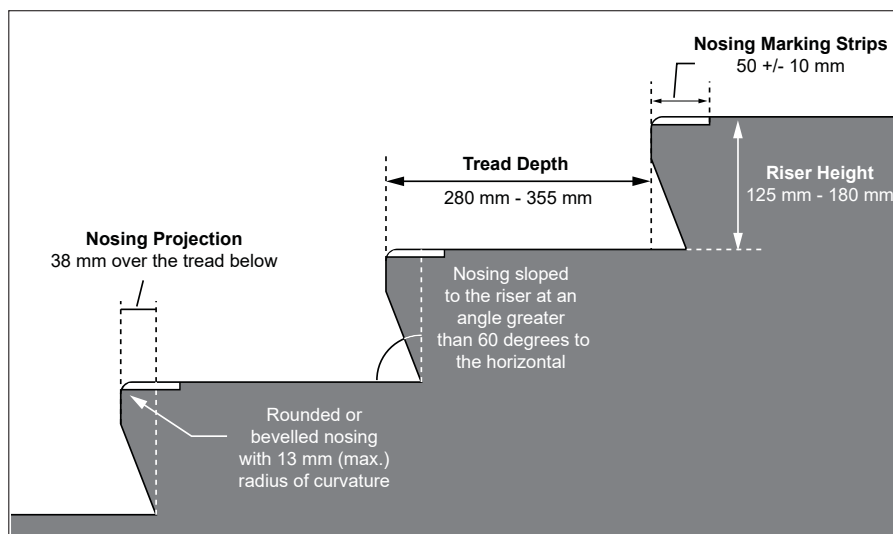


Figure 10: Stair Design Features - Section View

2.3.1.3 Tactile Walking Surface Indicators (TWSIs)

Provide tactile attention indicator (TAI) surfaces:

- a. at the following locations:
 - i. at each landing incorporating an entrance into a stair system;
 - ii. where the regular pattern of a stairway is broken; and
 - iii. where the run of a landing not having a continuous handrail is greater than 2100 mm;
- b. at the top of all flights of stairs, starting one tread depth back from the leading edge of the top step;
- c. with surface depth of 610 mm (minimum), extending the full width of the stairs (**Figure 11**); and
- d. ensure all additional TAI requirements are provided (**Refer to Section 2.7, Tactile Walking Surface Indicators**).

Note

Tactile attention surface indicators provided at the head of stair systems act as a warning, and colour contrasted nosings increase the visibility of each step when descending, especially for users with vision loss.

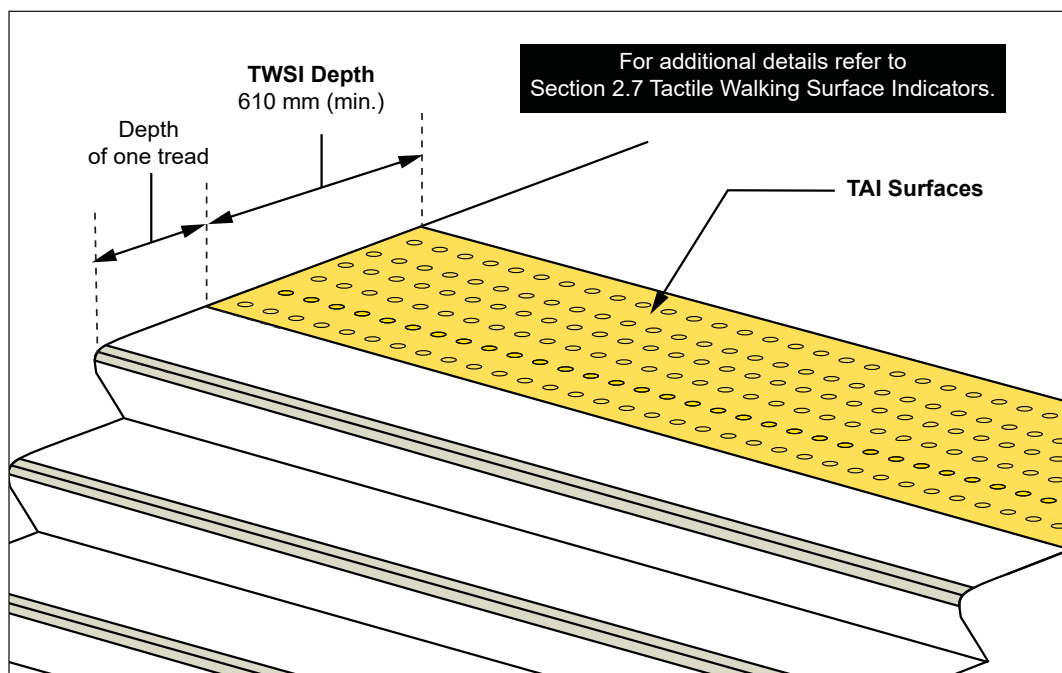


Figure 11: TAI Surfaces at Top of Stairs

2.3.2 Guards and Handrails

2.3.2.1 Guards

Where there is a change in level 600 mm or more in floor level adjacent to stairs, provide guards as follows:

- a. mount 1070 mm (minimum) high, measured vertically to the top of the guard from the stair surface;
- b. provide edge protection; and
- c. ensure that no member, attachment or opening located between 140 mm and 900 mm high above the ramp surface will facilitate climbing.

Best Practice

Where stairs are wider than 1800 mm, provide intermediate handrails and ensure clear width between handrails is between 900 mm and 1000 mm.

Note

Handrails ensure a safe descent and climbing of stairs for all users. They are also an additional wayfinding guide for users with vision loss when continuous and if a strong colour contrast is provided.

2.3.2.2 Handrails

- provide where stair system contains three or more steps;
- mount on both sides of stairs, at a consistent height between 865 mm and 965 mm, measured from leading edge of stair tread (**Figure 12**);
- ensure colour contrast is provided between handrails and mounting surfaces for improved visibility;
- be continuous around landing less than 2100 mm in length, except where the landing:
 - is intersected by an alternative accessible route; or
 - has an entry door leading into it;
- be continuous on the inside edge of stairs;
- where stairs are more than 2200 mm wide, provide one or more intermediate handrails that are continuous between landings and with a maximum of 1650 mm between handrails; and
- provide extensions based on the following criteria:
 - extend horizontally 300 mm (minimum) at top of flight of stairs, starting immediately above tread nosing;
 - extend diagonally at the slope of the stair flight, for a horizontal distance equal to one tread depth beyond the bottom tread nosing, at bottom of flight of stairs then extend 300 mm parallel to the floor surface;
 - design to return to the wall, guard or floor;
 - ensure handrails are terminated in a manner that will not obstruct pedestrian travel or create hazards; and
 - ensure all additional handrail requirements are provided (**Refer to Section 2.4, Guards and Handrails**).

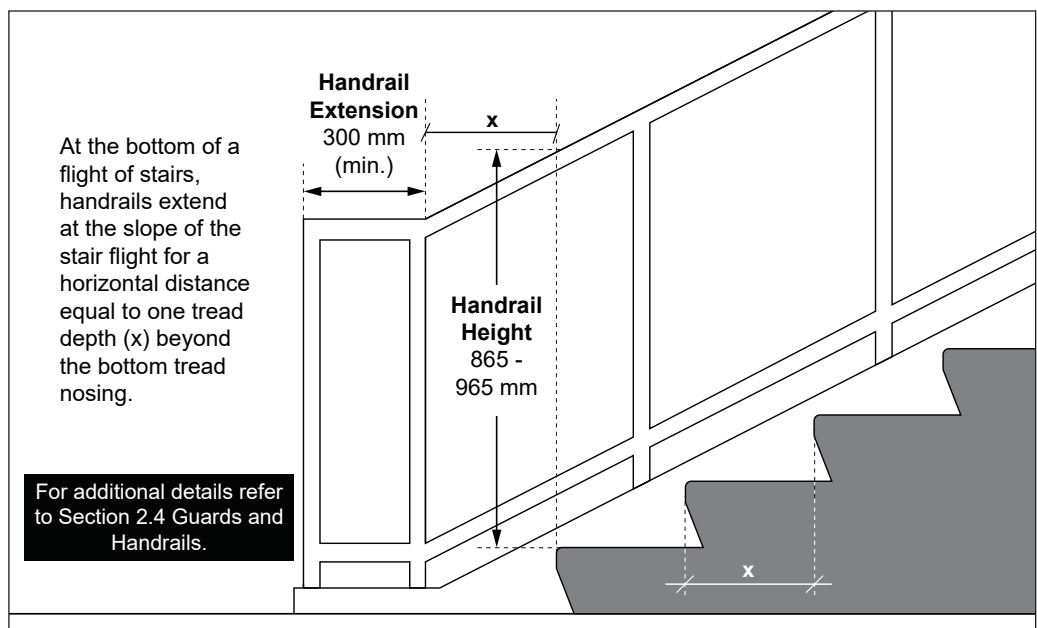


Figure 12: Handrail Extensions at Stairs - Section View



Guards and Handrails

2.4

Application

This section applies to guards and handrails provided at stairs, ramps and other areas in the interior and exterior environments.

Reference

- Sec. 2.2 Ramps
- Sec. 2.3 Stairs
- Sec. 3.3 Exterior Paths of Travel
- Sec. 4.1 Entrances
- Sec. 4.2 Doors and Doorways
- Sec. 4.3 Interior Accessible Routes

Note

Guards are typically provided at ramps, stairs, terraces and elevated viewing platforms in both interior and exterior environments.

Best Practice

In environments used frequently by children, lowered handrails are permitted, provided they are in addition to the required handrails.

2.4.1 Guards

- ensure they comply with the OBC or IASR requirements, as applicable;
- mount at 1070 mm (minimum) high, measured vertically to the top of the guard from the ground / floor surface;
- design to prevent the passage of a sphere with a diameter greater than 100 mm; and
- ensure no member, attachment or opening located between 140 mm and 900 mm high above the level protected by the guard will facilitate climbing.

2.4.2 Handrails

- ensure handrails are continuous with grasping surface, uninterrupted by mounting brackets, newel posts or any other construction elements;
- provide rounded edges, free of abrasive elements;
- provide outside diameter between 30 and 40 mm for circular cross-section, which is preferred (**Figure 13a & 13b**);
- where non-circular cross sections are provided, ensure perimeter dimension of 100 mm (minimum) and 155 mm (maximum), with cross section dimension of 57 mm (maximum);
- provide clearance of 50 mm (minimum) between grasping surface and any adjacent surface (**Figure 13a**);
- where handrails are in a recessed area, ensure clearance of 50 mm (minimum) between handrail surface and adjacent surface with clearance of 450 mm (minimum) above the handrail (**Figure 13b**); and
- be designed and constructed such that handrails and their supports withstand:
 - the loading values obtained from the non-concurrent application of a concentrated load not less than 0.9 kN applied at any point and in any direction; and
 - a uniform load not less than 0.7 kN/m, applied in any direction.

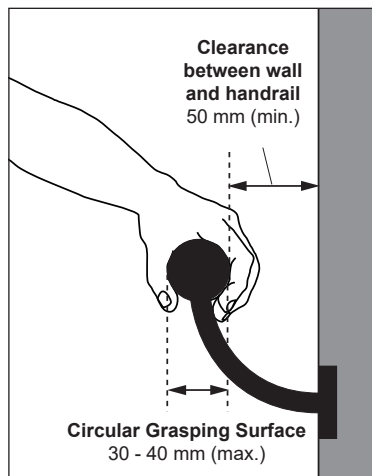


Figure 13a: Handrails on Wall - Section View

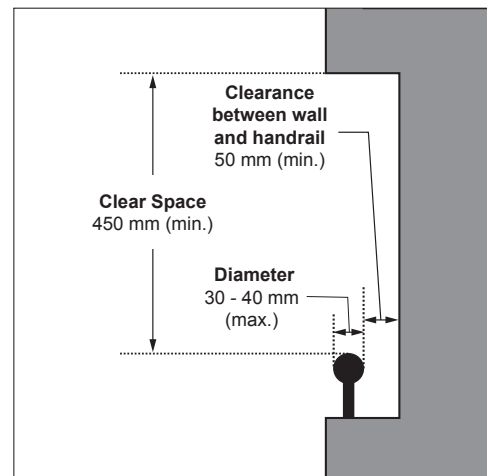


Figure 13b: Handrails in Recessed Area - Section View



Overhanging and Protruding Objects

2.5

Application

This section applies to overhanging and protruding objects throughout and around facilities (interior and exterior environments) to prevent any hazard or obstruction for all users. Protruding objects are typically mounted on walls, ceilings or other locations adjacent to interior and exterior paths of travel.

Reference

- Sec. 2.3 Stairs
- Sec. 2.4 Guards and Handrails
- Sec. 3.3 Exterior Paths of Travel
- Sec. 4.3 Interior Accessible Routes

Best Practice

Where possible, enclosure at the underside of the stairs for protection is recommended (Refer to **Option (a)**, **Figure 14**).

Note

Fixed planters or seating are options for providing protection under stairs as long as they are placed within cane detection limits.

2.5.1 Headroom Clearance

- provide 2100 mm (minimum) floor-to-ceiling clearance along accessible paths of travel / routes (**Figure 14**), or 2400 mm (minimum) for exterior areas (Refer to **Section 3.3, Exterior Paths of Travel**); and
- where headroom clearance is less than 2100 mm from floor level (e.g., underside of stairs, escalators or ramp landings), install cane detectable guards with leading edge of 680 mm (maximum) above the floor.

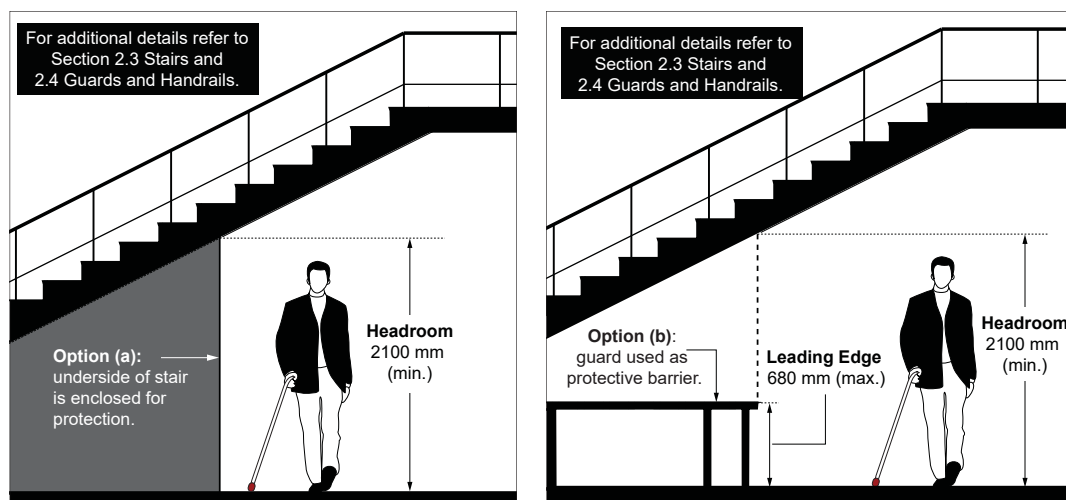


Figure 14: Protection Options Underneath Stairs

Best Practice

Wing walls, extending from protruding edge to floor / ground surface, provide cane detection, where protrusion is greater than 100 mm.

Note

This is not applicable to continuous protrusion (handrail, guards, door latches or panic bars) where the clear path of travel will be maintained.

2.5.2 Protruding Objects

Where objects protrude along accessible paths of travel / routes:

- ensure the required clear width for an accessible path of travel / route or manoeuvring space is not reduced (**Figure 15**); and
- for objects protruding more than 100 mm from wall, ensure the bottom edge of objects are cane detectable and mounted at or below 680 mm.

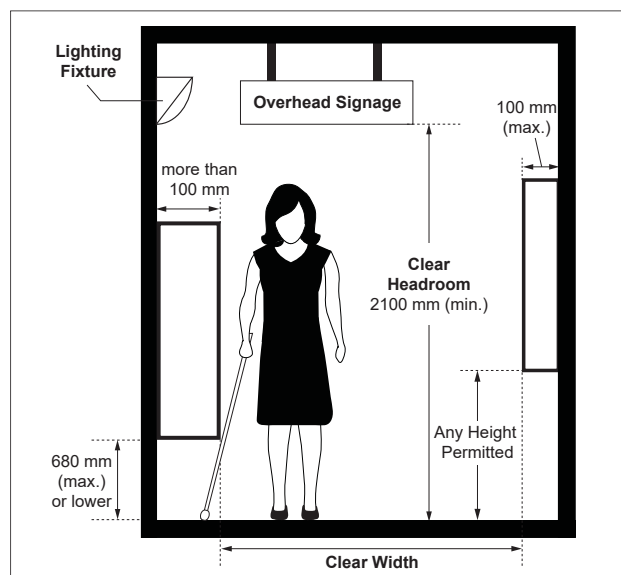


Figure 15: Protruding Objects



2.6

Application

This section applies to rest areas provided along accessible paths of travel within a facility or throughout exterior environments.

Benches and seating are provided at rest areas and waiting areas for people who may have difficulty with standing or walking for extended periods, limited stamina or for users of mobility aids to transfer onto.

Reference

- Sec. 2.1 Ground and Floor Surfaces
- Sec. 2.10 Seating, Tables and Work Surfaces
- Sec. 3.3 Exterior Paths of Travel
- Sec. 3.6 Street Furniture
- Sec. 4.3 Interior Accessible Routes
- Sec. 5.7 Lighting

Best Practice

Provide rest areas at intervals of 30 m along an exterior path of travel for users who have difficulty walking long distances or with limited stamina. Ensure rest areas are directly connected to the accessible route.

Consider providing rest areas at viewing points of interest.

Provide an electrical outlet adjacent to a rest area to charge mobility aids, in recreation areas where users may be expected to stay for extended periods.

Note

Where rest areas are located in exterior environments, ensure surface has a slope no greater than 1:50 (2%) to allow suitable drainage, as well as maneuverability for users of mobility aids.

2.6.1 Consultation Requirements

When constructing new or redeveloping existing exterior paths of travel that will be maintained by the City, consultation on the design and placement of rest areas must occur with:

- a. the public and persons with disabilities; and
- b. the Vaughan Accessibility Advisory Committee.

2.6.2 Design and Placement

Where rest areas are provided:

- a. ensure ground and floor surfaces are firm, stable and slip-resistant;
- b. provide high colour / tonal contrast for seating compared to surroundings and through floor / ground finish and texture or an amenity strip, to distinguish the rest area from the accessible path of travel / route;
- c. provide clear ground / floor space of 1500 mm wide (minimum) by 1500 mm long (minimum) to accommodate service animals, mobility aids or strollers (**Figure 16**);
- d. where seating is provided, ensure seating is:
 - i. stable or firmly mounted, set back 600 mm (minimum) from adjacent accessible path of travel;
 - ii. designed with both backrests and armrests, with no arm rest required adjacent to the clear floor / ground space at transfer side;
 - iii. between 450 mm and 500 mm high from the ground / floor surface;
 - iv. designed based on other detailed requirements for benches (**Refer to Section 2.10, Seating, Tables and Work Surfaces**);
- e. ensure they are located adjacent to an accessible route; and
- f. provide a curb, 100 mm high (minimum) or other protective barrier at rear and at side of clear ground / floor space, where there is a change in elevation (e.g., a drop-off or downward slope).

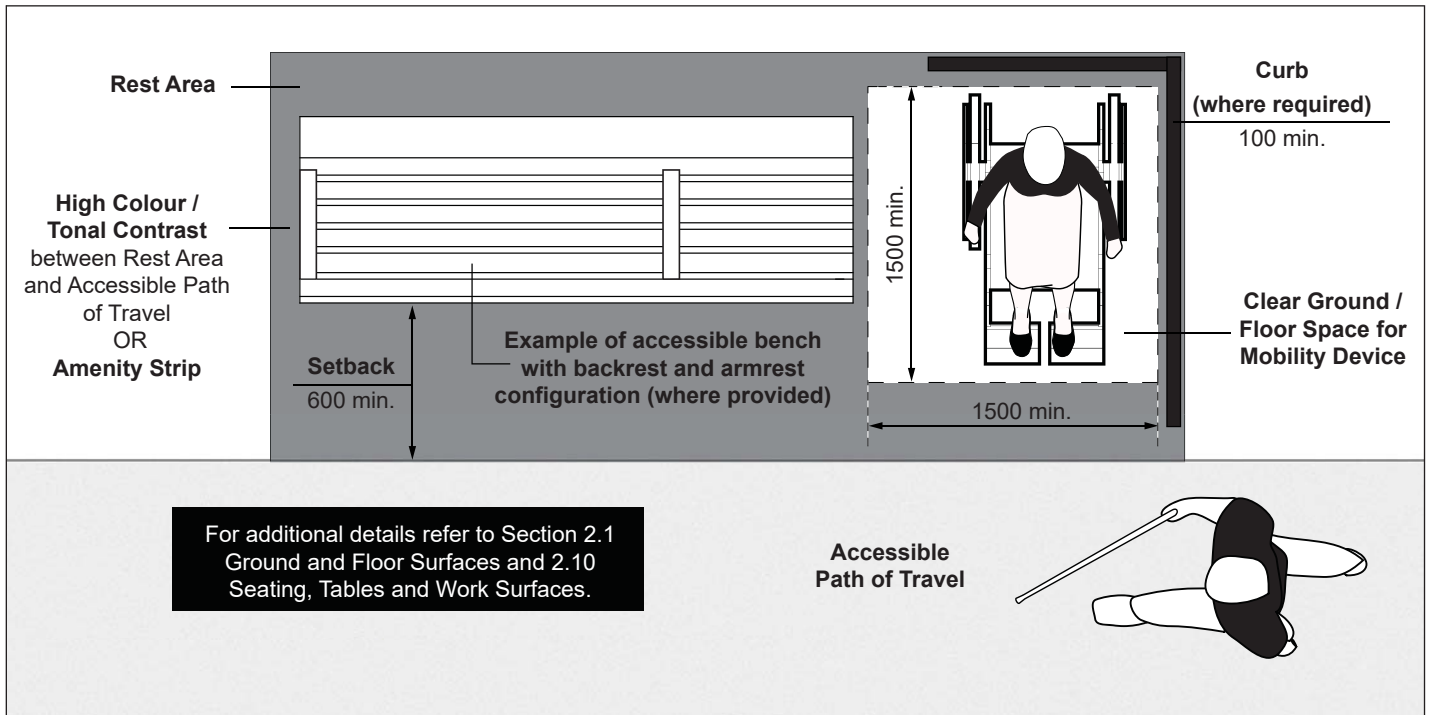


Figure 16: Rest Area - Plan View

Tactile Walking Surface Indicators

2.7

Application

A tactile walking surface indicator (TWSI) refers to a standardized surface, detectable underfoot or by a long white cane, to assist people with vision loss by alerting or guiding them.

There are typically two (2) types of TWSI used in both interior and exterior environments:

- **Tactile attention indicator (TAI)** surfaces call for caution at potential hazards (e.g., change in elevation, vehicular routes and train tracks). They are composed of truncated domes. Typical locations where TAI surfaces are required include:
 - i. at curb ramps and depressed curbs;
 - ii. where walking surfaces between pedestrian and vehicular areas are not separated by curbs; and
 - iii. at stairs.
- **Tactile direction indicator (TDI)** surfaces provide information about the direction of travel to facilitate wayfinding. They are composed of flat topped elongated bars, positioned parallel to the direction of travel. Typical locations where TDI surfaces are required include:
 - i. large expanses of open floor areas to indicate the primary route of travel; and
 - ii. leading from the entrance of a facility to major features or destinations, such as a self-service kiosk or an information / customer service counter.

Both cast in place (e.g., embedded within concrete) and surface applied TWSI systems are available for new construction and retrofits depending on the mounting surface and application.

Surface applied systems require beveled edges to prevent potential tripping hazards.

Reference

- Sec. 2.3 Stairs
- Sec. 3.3 Exterior Paths of Travel
- Sec. 3.4 Curb Ramps and Depressed Curbs
- Sec. 4.3 Interior Accessible Routes
- Sec. 6.8 Recreation and Community Facilities
- Sec. 6.13 Elevated Platforms or Stages

2.7.1 Design Features

Provide tactile walking surface indicators (TWSIs) with:

- a. raised tactile profile;
- b. truncated domes (e.g., circular and flat-topped domes) or elongated bars;
- c. slip-resistant and non-glare surfaces;
- d. edges beveled or level with surrounding surface to which it is applied or maximum height of 3 mm above or below **(Figure 17 & 18)**; and
- e. a high colour / tonal contrast between the TWSI and the adjacent surfaces (e.g., with a difference of 70% minimum in light reflectance value or LRV).

2.7.2 Tactile Attention Indicator (TAI) Surfaces

Where provided and required, as identified in other sections of these standards, TAI specifications for flat-topped truncated domes include (Figure 17):

- a. height of 4 to 5 mm;
- b. top diameter between 12 to 25 mm;
- c. lower base diameter 10 mm +/- 1 mm more than the diameter of the top (e.g., a base diameter of 21 to 36 mm is typical);
- d. square grid layout / arrangement; and
- e. centre to centre spacing between adjacent domes is adjusted depending on the size of their top diameters, as identified in **Table 1**.

Table 1: Truncated Dome Spacing Requirements

| Top Diameter of Flat Topped Domes (mm) | Spacing Between the Centres of Adjacent Domes (mm) |
|----------------------------------------|----------------------------------------------------|
| 12 | 42 to 61 |
| 15 | 45 to 63 |
| 18 | 48 to 65 |
| 20 | 50 to 68 |
| 25 | 55 to 70 |

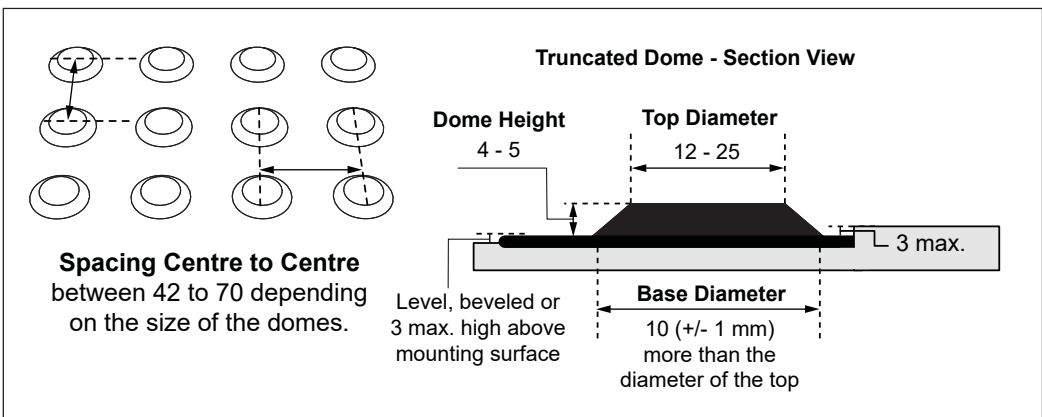


Figure 17: Truncated Domes Specification

Note

Applying a high colour / tonal contrasted finish to a concrete surface does not provide an appropriate tactile profile for detection by foot or cane.

For more information on requirements for truncated domes, refer to: ISO 23599:2012 “Assistive products for blind and vision-impaired persons --Tactile walking surface indicators.”

Note

A tactile direction surface indicator layout that is as continuous as possible is easiest to follow.

Refer to the CSA Group's "Accessible Design for the Built Environment" (CSA B651- current edition) for additional recommendations and examples of tactile directional indicator configurations.

2.7.3 Tactile Direction Indicator (TDI) Surfaces

Where provided to facilitate wayfinding and to indicate a primary path of travel to a key element, feature or destination (e.g., within a facility or throughout a site), TDI specifications for flat-topped elongated bars include (**Figure 18**):

- consistent use and placement, ensuring that the high colour / tonal contrast used is not yellow;
- height of 4 to 5 mm high;
- top width between 17 mm and 30 mm;
- lower base width of 10 mm (+/- 1 mm) more than width of the top;
- top length of 270 mm (maximum) and a base length 10 mm (+/- 1 mm) greater than the top length;
- maximum space of 30 mm between the ends of the parallel bars;
- centre to centre spacing between adjacent bars is adjusted depending on their width, as identified in **Table 2**; and
- provision of a drainage gap, with a width of 20 to 30 mm between elongated bars, when used in exterior environments where there is a risk of water ponding.

Table 2: Elongated Bar Spacing Requirements

| Width of Flat Topped Elongated Bars (mm) | Spacing Between the Centres of Adjacent Bars (mm) |
|------------------------------------------|---------------------------------------------------|
| 17 | 72 to 78 |
| 20 | 73 to 80 |
| 25 | 75 to 83 |
| 30 | 80 to 85 |

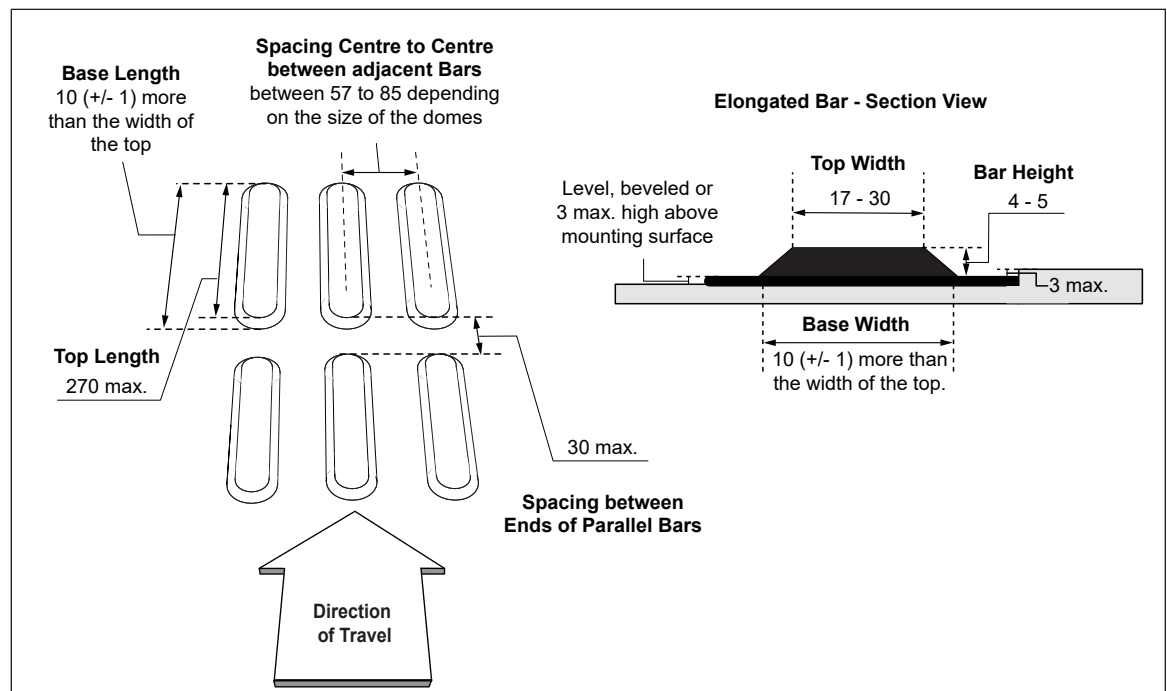


Figure 18: Elongated Bars Specification

2.7.4 Additional Specifications

Provide a tactile attention indicator (TAI) for the following elements as follows:

2.7.4.1 Railway Crossings

- a. install so that the edges of the TAI are 1800 to 4600 mm from the centre line of the nearest rail; and
- b. ensure they are installed in addition to any mechanical barriers that are activated with the arrival of trains, as a warning to users approaching any barriers.

2.7.4.2 Reflecting Pools / Water Features

- a. install 920 mm from the leading edge of any drop-off; and
- b. ensure it extends the full length around all unprotected edges that border the drop-off.



Drinking Fountains

2.8

Application

This section applies to drinking fountains where provided throughout interior and exterior environments.

Reference

- Sec. 2.5 Overhanging and Protruding Objects
- Sec. 3.3 Exterior Paths of Travel
- Sec. 4.3 Interior Accessible Routes
- Sec. 5.1 Controls and Operating Mechanisms

Note

Where a single drinking fountain cannot meet the requirements for both standing and seated person, provide an additional drinking fountain.

2.8.1 Design and Layout

Where drinking fountains are provided:

- ensure at least one drinking fountain is accessible to all users where more than one is provided, including lowered units for people using mobility aids, people of short stature, children, others who may have trouble bending and persons who have limited manual strength or dexterity;
- where only one drinking fountain is provided, ensure it is an accessible, lowered unit;
- ensure they are located adjacent to an accessible route, recessed or with a cane detectable feature with the bottom edge at 680 mm (maximum) where they protrude into an accessible route; and
- ensure drinking fountain fixtures are colour contrasted with surroundings for easy identification.

Best Practice

The provision of two drinking fountains at different heights meets the needs of most people.

Drinking fountains recessed and installed in an alcove is preferred as it prevents potential bumping hazard.

Note

The space beneath the drinking fountain may be included as part of the clear floor area or turning space, provided that appropriate toe and knee clearances are available for a forward or parallel approach to an unrecessed or partially recessed drinking fountain.

2.8.2 Floor Space Requirements and Approach

- provide clear floor space of 915 mm wide by 1370 mm deep (minimum) in front of the drinking fountain for forward approach (**Figure 19**);
- provide clear floor space of 1525 mm wide by 915 mm deep (minimum) in front of the drinking fountain for side approach (**Figure 19**);
- ensure one fully unobstructed side adjoins an accessible route or adjoins another clear floor area; and
- ensure clear floor space does not overlap the minimum space of the accessible route used to access the drinking fountain.

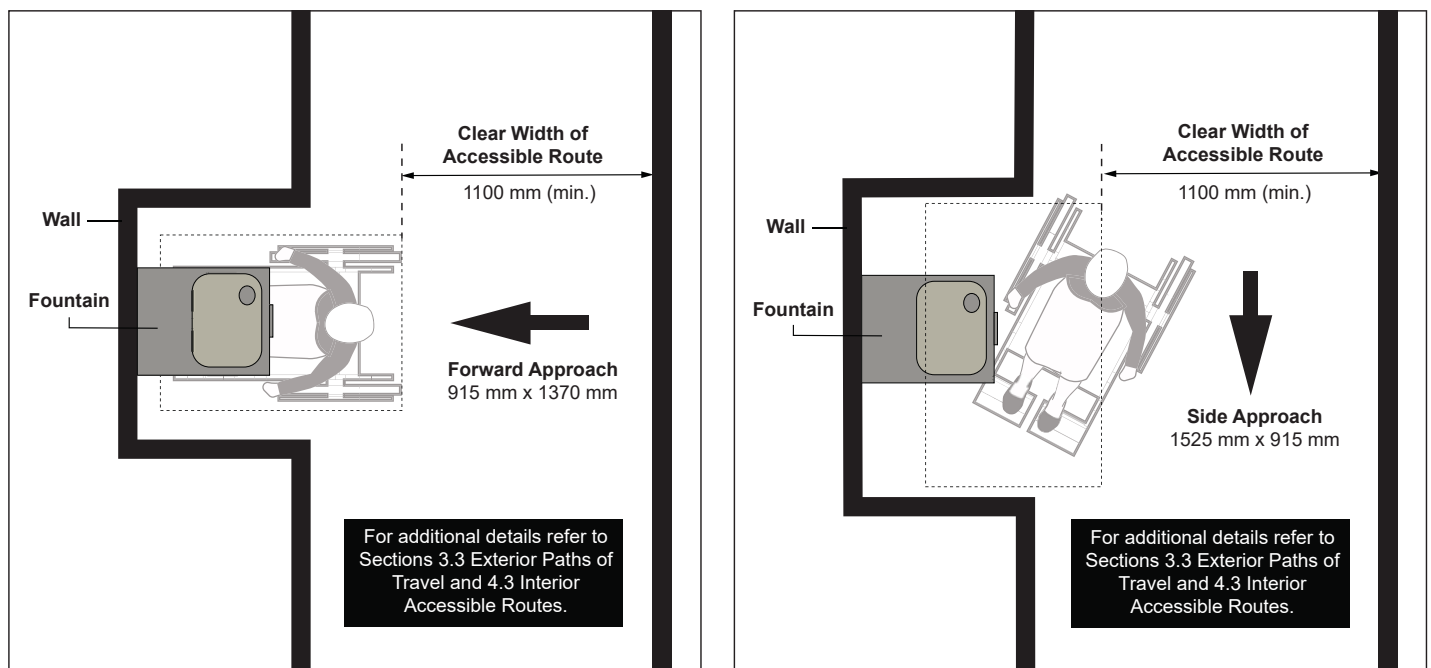


Figure 19: Clear Floor Space Requirements and Approach at Recessed Drinking Fountain - Plan View

Best Practice

Ensure pipes are positioned at rear of fountain and do not obstruct required clearances.

Automatic or hands free operating controls are preferred.

Note

The purpose of requiring the drinking fountain to have a flow of water of 100 mm high (minimum) is so that a cup can be inserted under the flow of water for users who cannot use the drinking fountain.

For standing use, spouts to be located between 965 mm and 1095 mm above the floor.

2.8.3 Knee and Toe Clearances

Where cantilevered drinking fountains are provided:

- ensure minimum clear knee space under the fountain is 760 mm wide by 450 mm deep at 735 mm high above the floor (**Figure 20**);
- ensure toe clearance height under the fountain is 350 mm above the floor from a point of 300 mm back from the front edge to the wall; and
- ensure depth at the foot of the drinking fountain is 700 mm (minimum).

2.8.4 Operating Controls

Ensure fountain operating controls are:

- not foot-operated;
- located at or near the front of the drinking fountain (**Figure 20**); and
- operable with one hand, requiring a maximum force of 22 Newtons to operate without turning / twisting of the wrist or pinching of the fingers or allows automatic or hands-free use.

2.8.5 Water Spout

- mount no higher than 915 mm above the finished floor (**Figure 20**);
- mount 125 mm (maximum) from the front edge of the drinking fountain;
- ensure water flows 100 mm high (minimum); and
- ensure water flows at a vertical angle of:
 - 30 degrees maximum, where spouts are located less than 75 mm from the front of the unit; or
 - 15 degrees maximum, where water spouts are located between 75 mm and 125 mm from the front of the unit.

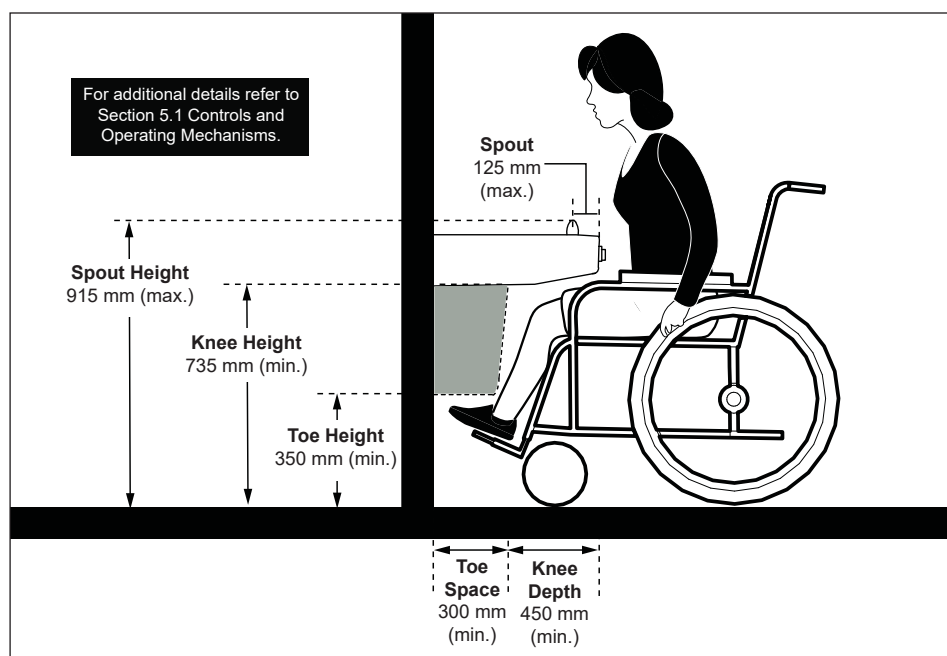


Figure 20: Drinking Fountain Design and Layout - Elevation View

A photograph of a public payphone with a coin slot and a keypad, set against a dark blue background. The text "Public Telephones" is overlaid in white.

Public Telephones

2.9

Application

This section applies to public telephones, which include coin operated, coin-less, and courtesy phones, located in both exterior and interior environments.

Reference

- Sec. 2.5 Overhanging and Protruding Objects
- Sec. 2.10 Seating, Tables and Work Surfaces
- Sec. 5.1 Controls and Operating Mechanisms
- Sec. 5.7 Lighting
- Sec. 5.8 Signage and Wayfinding

Note

Public telephones can vary in design and style. Overall configuration of public telephones is beyond the scope of these Guidelines and is typically the responsibility of the service provider.

Best Practice

Where more than four public telephones are provided on an accessible floor level, equip one phone with a fixed TTY device, mounted below the phone without minimizing required knee space height for users of mobility aids.

2.9.1 Provision

Where public telephones are provided:

- provide at least one accessible telephone unit on each accessible floor level as identified in **Table 3**; and
- if only one is provided, ensure it is accessible and provide a built-in shelf or counter.

Table 3: Minimum Number of Accessible Telephones Required

| Total Number of Telephone Units Located on Floor | Number of Telephone Units Required to be Accessible |
|--------------------------------------------------|-----------------------------------------------------|
| 1 or more single units | 1 per floor |
| 1 bank | 1 per floor |
| 2 or more banks | 1 per bank |

2.9.2 Design and Layout

- provide directional signage to accessible public telephone location, if phone is hidden from view or mounted in a recessed area;
- mark with International Symbols of Accessibility and Hearing Loss, for accessibility features provided;
- provide clear floor space centered in front of accessible telephone unit (e.g., can be wall-mounted or hung in an enclosure) of **(Figure 21)**:
 - 915 mm wide by 1370 mm depth (minimum) for a forward approach; and
 - 1525 mm wide x 915 mm depth (minimum) for a side approach;
- ensure overhead clearance of 2100 mm (minimum);
- ensure public telephones are located adjacent to an accessible route, recessed or with a cane detectable feature with a leading edge at 680 mm (maximum) high, if they protrude into an accessible route;
- where seating is provided in floor space, ensure it is flexible (e.g., can be moved) to accommodate users of mobility aids and people who prefer to stand;
- where stall or booth is provided for privacy and acoustics, provide sound-absorbing surfaces and ensure all required clearances are provided (e.g., floor space); and
- ensure lighting level is 200 lux (20 foot-candles) (average) over all controls and related features / signage.

2.9.3 Telephone Operating Controls

- provide push button controls with large size numbers;
- ensure colour contrast is provided between button and background, as well as numbering;
- ensure controls have a matte finish;
- mount operating controls, including coin and card slots, push buttons and dispensers, at 1200 mm (maximum) from floor level (**Figure 22**);
- ensure maximum reach to all operating controls is 485 mm from the front edge of phone cabinet or shelf;
- provide cord for telephone handset with length of 735 mm (minimum); and
- equip with adjustable volume controls for users with hearing loss.

Best Practice

All accessible public telephones and a minimum of 25% of the total number of telephones provided should be equipped with adjustable volume control.

The number five '5' key of a 12-key telephone key pad to be tactilely distinct from the other keys.

Note

It is the responsibility of the phone service provider to ensure all telephone features comply with CAN / CSA-T515 standard.

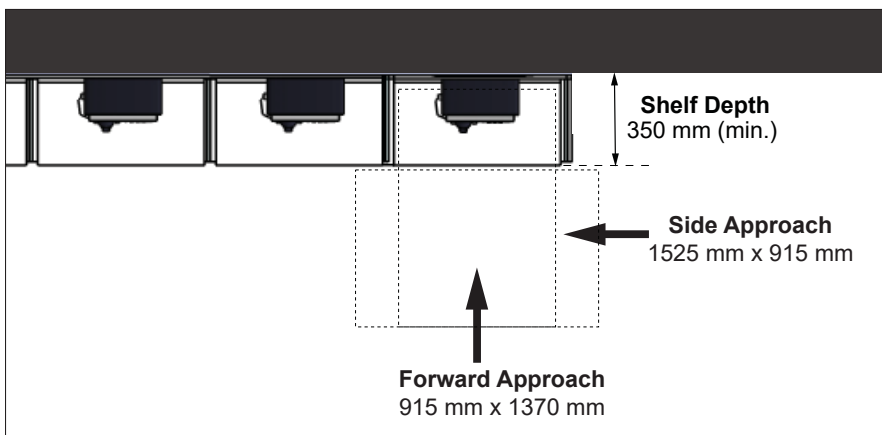


Figure 21: Clear Floor Space Requirements at Accessible Public Telephone

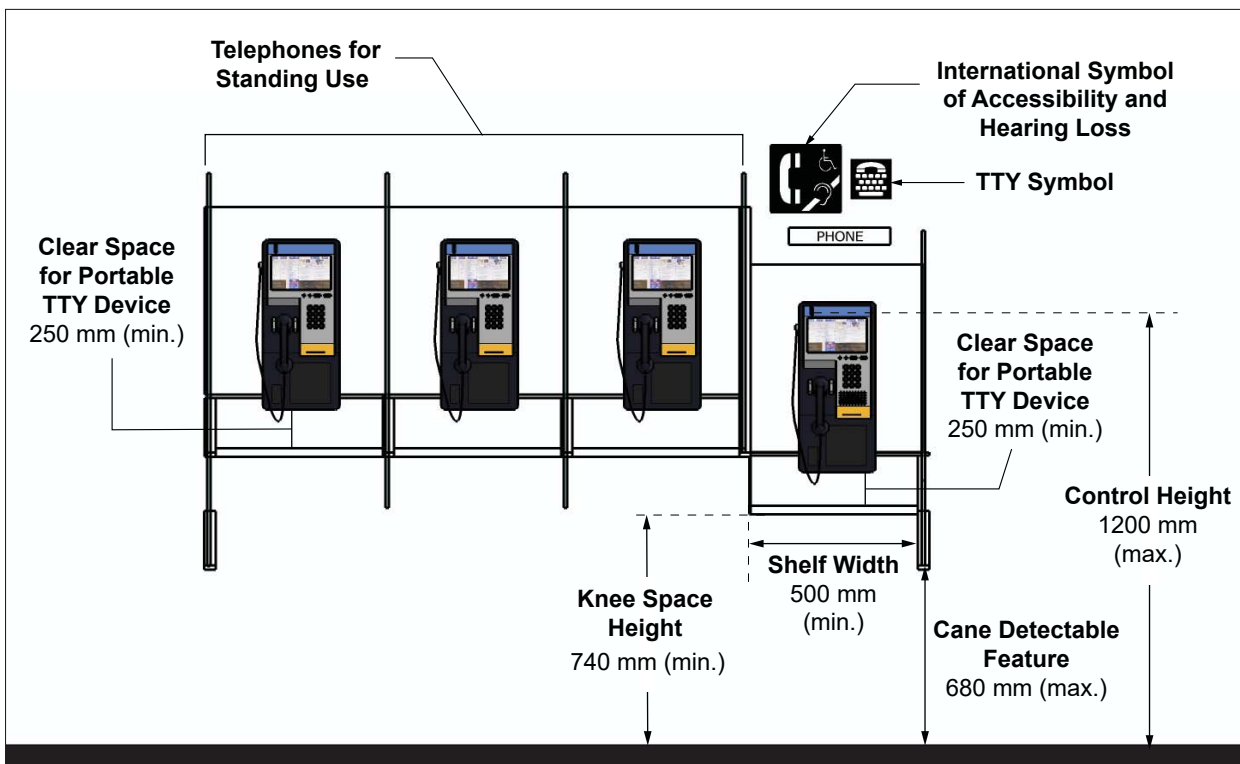


Figure 22: Public Telephone Provision and Layout

2.9.4 Shelves and Counters

Where more than one telephone is provided for public use, provide a built-in shelf or counter underneath at least one telephone (**Figure 22**):

- ensure shelf or counter is level;
- 500 mm wide by 350 mm deep (minimum);
- mount top surface between 775 mm and 875 mm high above the floor;
- ensure knee clearance is 740 mm high (minimum); and
- ensure a clear space of 250 mm (minimum) high between the top of the shelf and the lower edge of the phone.

2.9.5 Text Telephones (TTYs)

Where fixed or portable teletypewriter (TTY) devices or connections are available:

- provide fixed signage with the International Symbols of Accessibility and Hearing Loss and symbol for TTY, to identify its location;
- provide adaptable controls to allow portable TTY connections, including adjacent electrical outlet where telephones are provided specifically to address the needs of users with hearing loss; and
- provide long cord on telephone handset to allow connection to text telephone (TTY), if acoustic coupler is used.



Examples of both Fixed and Portable Teletypewriters (TTYs).





Seating, Tables and Work Surfaces

2.10

Application

This section applies to site and facility furniture, provided in both exterior and interior environments which typically includes, but is not limited to, seating (e.g., benches), tables and work surfaces. Some common locations, where site and facility furniture can be found are:

- rest areas and accessible routes;
- dining facilities;
- waiting areas;
- lobbies; and
- office environments.

Provision of benches and seats are typically recommended for people who may have difficulty with standing or walking for extended periods, limited stamina, or for users of mobility aids.

Note

Furniture provisions should be reviewed on a case by case basis, specific to facility type and occupancy. Some locations may require more exterior site furnishings if high level of public traffic and use is expected.

Best Practice

Where multiple benches are provided in a rest area, consider options of some benches oriented to face each other where possible. This arrangement allows people to see each other, which is beneficial for people with hearing and communication disabilities to facilitate interaction.

Additionally, consider different configurations for armrests and backrests to provide a mix of options (i.e., some with back rests, some with arm rests, and some with both).

Note

Where only one bench is provided, ensure it is accessible, with no arm rest required on side of bench adjacent to clear floor / ground space used for transfer. Configurations and options for arm and back rests are dependent upon the size of bench and overall provision of benches/seating.

2.10.1 Benches and Seats

For accessible benches and seating provided in both interior and exterior environments:

- ensure the seat height is between 450 mm to 500 mm above the finished floor / ground;
- ensure seat depth between 460 mm and 510 mm, with width at 500 mm (minimum);
- provide back support that extends 455 mm (minimum) above the seat surface or affix seat surface to a wall (**Figure 23**);
- provide at least one (1) arm rest at a height between 220 and 300 mm from the seat surface for additional support, mounted at opposite end of bench from the transfer side, with no arm rest required on other side directly adjacent to the clear floor / ground space used for transfers;
- ensure bench is stable at all times; and
- ensure seating surfaces are colour contrasted with surroundings to enhance visibility.

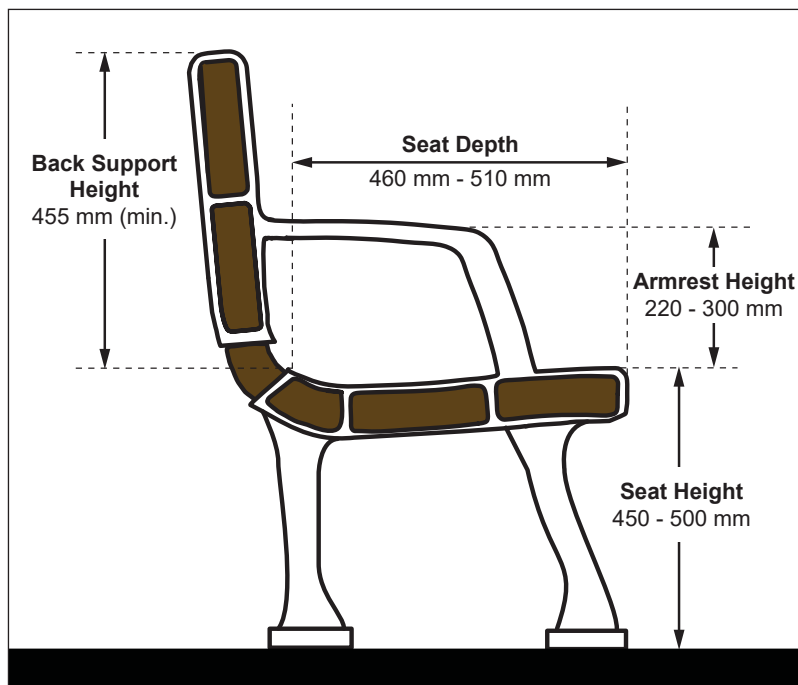


Figure 23: Typical Accessible Bench Dimensions - Section View

2.10.2 Tables and Work Surfaces

- ensure top surface is between 730 mm and 865 mm high (**Figure 24a**);
- provide a minimum clear knee space of 915 mm wide by 685 mm high by 480 mm deep (**Figure 24a**);
- where toe clearance is required based on table design, ensure the minimum toe space is 350 mm high by 230 mm deep;
- ensure top surface and edges are colour contrasted with adjacent surroundings to enhance visibility; and
- ensure clear floor space in front of table and work surfaces for users of mobility aids is (**Figure 24b**):
 - 915 mm wide by 1370 mm deep (minimum), of which 480 mm (maximum) may be under the table for forward approach; and
 - 1525 mm wide by 915 mm deep (minimum) for a side approach.

Best Practice

Tables with adjustable surface heights can accommodate diverse users.

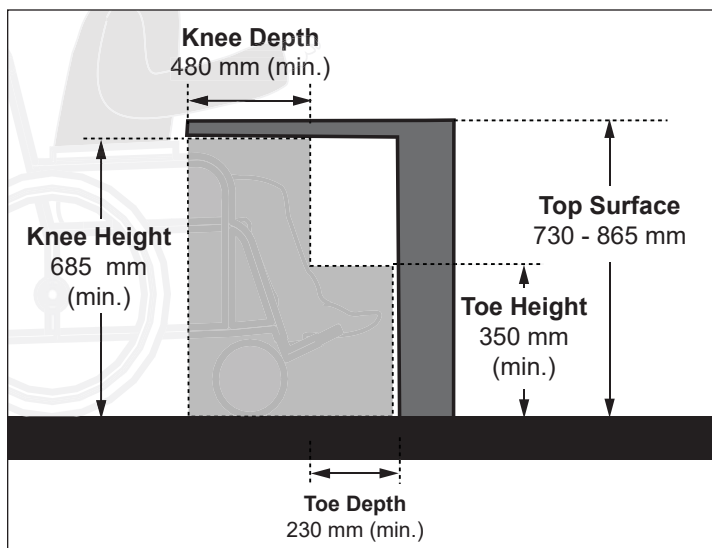


Figure 24a: Knee and Toe Clearances at Tables or Work Surfaces- Elevation View

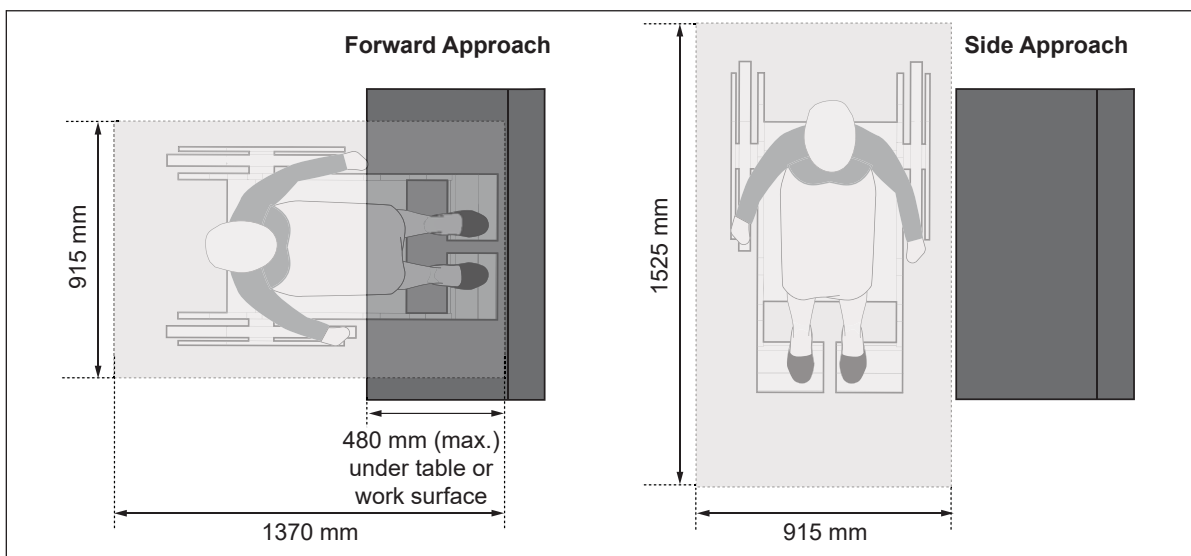


Figure 24b: Clear Floor Space Requirements and Approach at Tables and Work Surfaces - Plan View

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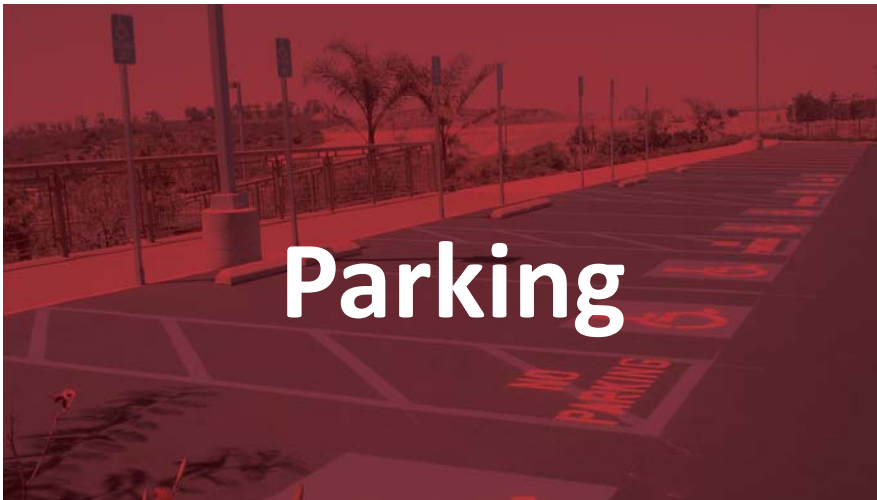
Exterior Environments

3.0

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Parking

3.1

Application

This section applies to accessible parking spaces provided for the following types of exterior or interior parking facilities:

- parking garages or related structures (e.g., above or below grade);
- surface parking; and
- on-street parking.

Best Practice

Ensure clear width of access aisle, curb ramp and related accessible route for any accessible parking space are maintained and kept free of obstructions (e.g., garbage, street furniture, as well as snow / ice during winter conditions).

Any snow storage or loading area must be located away from accessible parking spaces to ensure they are not obstructed at any time.

Reference

- Sec. 3.3 Exterior Paths of Travel
- Sec. 3.4 Curb Ramps and Depressed Curbs
- Sec. 5.7 Lighting
- Sec. 5.8 Signage and Wayfinding
- Sec. 5.9 Self-Service Kiosks

Exception

Off-street parking facilities that are used exclusively to park the following types of vehicles:

- buses;
- delivery vehicles;
- law enforcement vehicles;
- medical transportation vehicles, such as ambulances; and
- impounded vehicles.

The requirements in respect of off-street parking facilities do not apply to off-street parking facilities if:

- the off-street parking facilities are not located on a barrier-free path of travel, regulated under Ontario's Building Code;
- the facility is one of multiple off-street parking facilities on a single site that serve a building or facility, where appropriate accessible parking facilities are provided elsewhere on the same site.

Best Practice

Four percent (4%) of the total number of parking spaces to be accessible.

Where facilities may expect a higher proportion of people with disabilities using their services (e.g., Healthcare, Long Term Care and Senior's facilities), the provision of additional accessible parking spaces is determined on a case by case basis. The appropriate number of spaces may be calculated based on the anticipated demand and a detailed review of the facility's occupancy levels.

Note

The values in Table 3 are derived from formulas contained in the Regulation. The Regulation uses percentages to determine the number of spaces that are to be accessible and ratios to divide them between Type A or Type B.

Where an uneven number of accessible parking spaces are required, the extra Type B space may be changed to a Type A space.

3.1.1 Types of Parking

Two (2) types of accessible parking spaces are required where parking is provided:

- Type A** spaces consist of wider parking spaces which accommodate larger vehicles such as vans that are equipped with transfer ramps for users of wheeled mobility aids; and
- Type B** spaces are smaller in width than Type A and accommodate users who are ambulatory but have limited mobility and cannot travel lengthy distances, or use other mobility aids, such as canes, crutches and walkers.

3.1.2 Provision

- provide Type A and Type B spaces in accordance to **Table 4:**

Table 4: Accessible Parking Provision Requirements

| Total Number of Parking Spaces | Total Number of Accessible Spaces Required | Number of Type A | Number of Type B |
|--------------------------------|--------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| 1- 12 | 1 | 1 | 0 |
| 13- 25 | 1 | 0 | 1 |
| 26 - 50 | 2 | 1 | 1 |
| 51 - 75 | 3 | 1 | 2 |
| 76 - 100 | 4 | 2 | 2 |
| 101 - 133 | 5 | 2 | 3 |
| 134 - 166 | 6 | 3 | 3 |
| 167 - 250 | 7 | 3 | 4 |
| 251 - 300 | 8 | 4 | 4 |
| 301 - 350 | 9 | 4 | 5 |
| 351 - 400 | 10 | 5 | 5 |
| 401 - 450 | 11 | 5 | 6 |
| 451 - 500 | 12 | 6 | 6 |
| 501 - 550 | 13 | 6 | 7 |
| 551 - 600 | 14 | 7 | 7 |
| 601 - 650 | 15 | 7 | 8 |
| 651 - 700 | 16 | 8 | 8 |
| 701 - 750 | 17 | 8 | 9 |
| 751 - 800 | 18 | 9 | 9 |
| 801 - 850 | 19 | 9 | 10 |
| 851 - 900 | 20 | 10 | 10 |
| 901 - 950 | 21 | 10 | 11 |
| 951 - 1000 | 22 | 11 | 11 |
| 1001 and over | 11 +1 % of total | (1) Where an even number is required, provide equal number of Type A and B (2) Where an odd number is required, provide equal number of Type A and B plus an additional Type B. | |

- b. where a parking facility serves multiple buildings or accessible entrances, disperse accessible parking spaces to enable users to park near as many accessible entrances as possible;
- c. where more than one parking facility is provided at a site:
 - i. ensure the number and type of accessible parking spaces provided is determined based on the total number of parking spaces separately for each individual parking facilities; and
 - ii. locate and distribute accessible parking spaces among the off-street parking facilities in a manner that provides substantially equivalent or greater accessibility in terms of distance from an accessible entrance or user convenience (e.g., protection from weather, lighting, security and comparative maintenance).
- d. where the parking facility is a multi-level parking facility, ensure the accessible parking spaces are easy to identify and have at least one accessible route leading to an entrance, exit or elevator lobby.

Best Practice

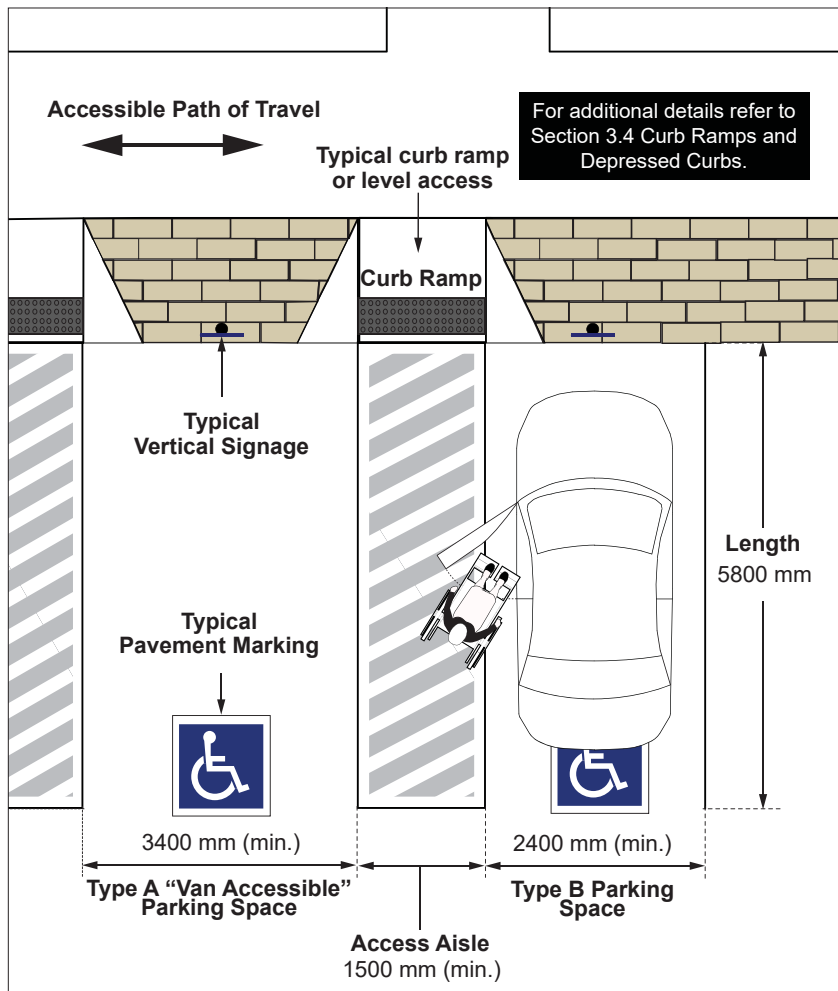
Accessible parking spaces and adjacent access aisles should be regularly maintained, kept clear of debris and snow, and where possible, have overhead protection for users from the elements (e.g., such as direct sun, rain or snow).

Avoid having the accessible route cross through a drive aisle. Pedestrians should not have to travel behind parked vehicles or move along roadways. Ensure any pedestrian crossing or travel area is clearly marked so it is visible to drivers and pedestrians.

Where spaces are configured such that the front or rear of parked vehicles is immediately adjacent to a pedestrian walkway, consider a design that prevents vehicle overhangs which could reduce the width of the walkway.

3.1.3 Design and Layout

- a. locate as close as possible to the nearest accessible entrance / exit, or within 30 metres (maximum);
- b. ensure ground surface is firm, stable and slip-resistant;
- c. maximum running slope of surface at 1:50 (2%);
- d. maximum cross-slope of surface at 1:50 (2%);
- e. length of 5800 mm (**Figure 25**);
- f. ensure the width of the accessible parking space is (**Figure 25**):
 - i. 3400 mm (minimum) for “Type A” wide van accessible spaces; and
 - ii. 2400 mm (minimum) for “Type B” standard parking spaces;
- g. provide an access aisle adjacent and parallel to each accessible parking spaces (**Figure 25**):
 - i. 1500 mm wide (minimum);
 - ii. extend the full length of the space;
 - iii. clearly indicated by high colour contrast diagonal pavement markings;
 - iv. where two accessible parking spaces are provided adjacent to each other, they may share an access aisle; and
 - v. connect with adjacent accessible path of travel and or curb ramp;
- h. ensure the vertical height clearance at the designated parking spaces, and along the vehicular egress and egress routes is:
 - i. 2100 mm high (minimum); and
 - ii. 2750 mm (minimum) for areas leading to van accessible spaces; and
- i. ensure lighting level is 10 lux (1 foot-candle) (minimum).



Accessible parking spaces and access aisle.

Figure 25: Accessible Parking Space Dimensions - Plan View

3.1.4 Signage and Pavement Markings

- ensure spaces are clearly designated with pavement and vertical signage, containing the International Symbol of Accessibility (**Figures 26 & 27**); and
- provide directional signage, marked with the International Symbol of Accessibility, where the location of designated accessible parking spaces, and /or the location of the nearest accessible entrance is not obvious along the path of travel or is distant from the accessible parking space.

3.1.4.1 Vertical Signage

- mark with International Symbol of Accessibility;
- ensure size of 300 mm wide by 450 mm high (minimum);
- mount at height of 1500 mm to 2000 mm (centre) (e.g., wall or post-mounted), from ground / floor (**Figure 26**);
- ensure suitable colour contrast between sign and background environment;
- provide information text, compliant with City By-law requirements; and
- provide additional signage that identifies Type A spaces as “van accessible”.

3.1.4.2 Pavement Markings

- mark with International Symbol of Accessibility;
- ensure 1525 mm wide by 1525 mm depth (minimum) (**Figure 27**);
- provide a white or yellow border with a blue background field colour;
- locate near the back of the space for 90 degree or angled parking spaces, and centered for parallel parking spaces; and
- ensure all surface markings are slip-resistant.

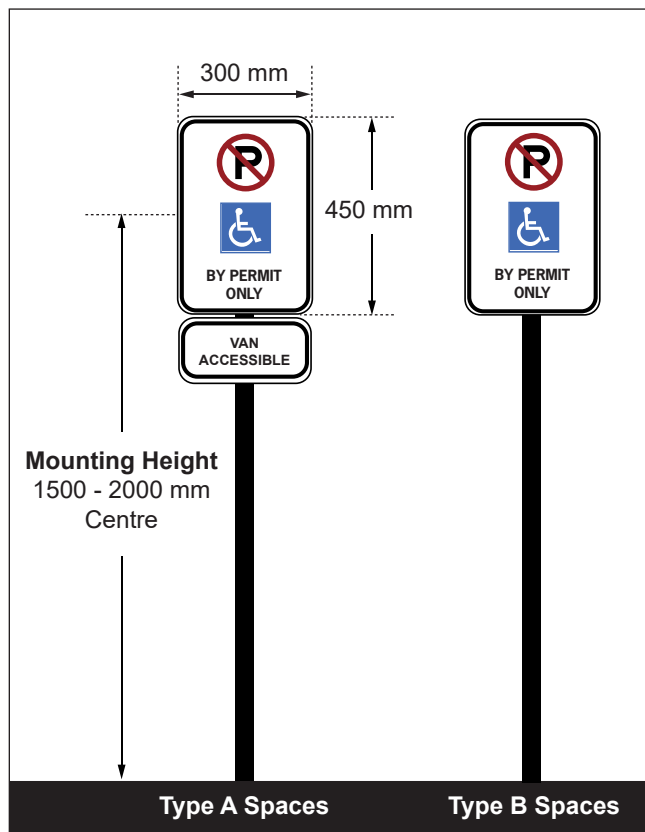


Figure 26: Accessible Parking Vertical Signage

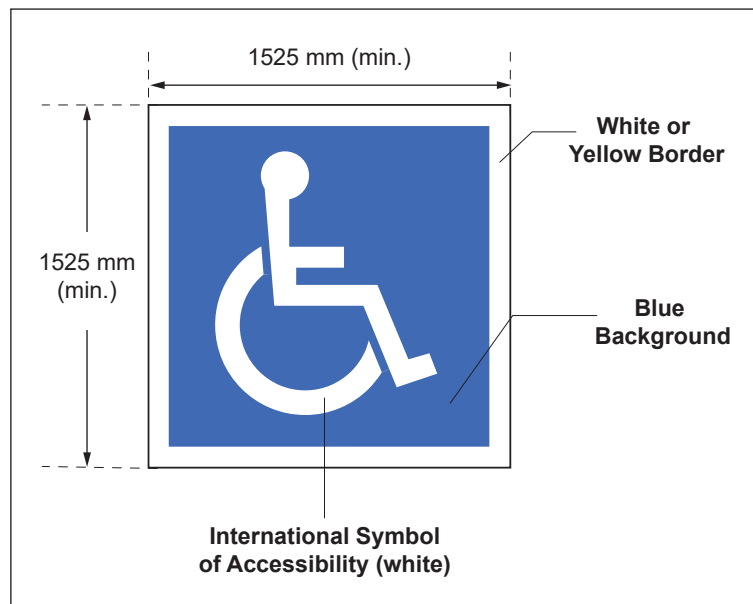


Figure 27: Accessible Parking Pavement Marking

3.1.5 On-Street Parking

When constructing new or redeveloping existing on-street parking spaces, consultation on the need, location and design of accessible on-street parking spaces must occur with:

- the public and persons with disabilities;
- the Vaughan Accessibility Advisory Committee;
- all required city staff (i.e. Development Planning, Roads Operations and the Accessibility and Diversity Coordinator).

Best Practice

Where on-street parking is provided, ensure at least 10% of spaces are accessible per block, but never less than one of two or more spaces.

Passenger Loading Zones

3.2

Application

This section applies to exterior passenger loading and drop-off zones where passengers transfer from vehicles to a pedestrian area which provides an accessible route to a facility.

Passenger loading and drop-off zones are important features for:

- people who have difficulty walking long distances or have limited stamina;
- users of mobility aids; and
- people who travel with companions or caregivers (e.g., person with vision loss or cognitive disability, the very young, and seniors).

Reference

- Sec. 2.7 Tactile Walking Surface Indicators
- Sec. 3.3 Exterior Paths of Travel
- Sec. 3.4 Curb Ramps and Depressed Curbs
- Sec. 5.7 Lighting
- Sec. 5.8 Signage and Wayfinding

Note

Transit stops, shelters and related amenities are not classified as part of passenger loading zones and are not covered within the scope of these Guidelines.

Best Practice

Ensure clear width of access aisle, curb ramp and related accessible route for any passenger loading zones are maintained and kept free of obstructions (e.g., garbage, street furniture, as well as snow / ice during winter conditions).

3.2.1 Design and Layout

- a. locate the Passenger Loading Zone (PLZ) as close as possible to the nearest accessible entrance or within 30 metres (maximum);
- b. locate the PLZ away from any traffic flow and design so that users avoid entering any adjacent vehicular routes and drive aisles;
- c. where practical, provide overhead protection (e.g., a canopy to protect users from weather conditions) with vertical height clearance of 3600 mm (minimum) throughout the vehicular pull-up space and passenger loading zone;
- d. include a side access aisle that (**Figure 28**):
 - i. is adjacent, parallel and at the same level as the vehicular pull-up space;
 - ii. is 2440 mm wide by 7400 mm long (minimum);
 - iii. provides a clearance height of 3600 mm (minimum) at the vehicle pull-up space and along the vehicle access and egress routes; and
 - iv. provides diagonal pavement markings (e.g., yellow or white colour and are clearly visible through use of high colour contrast compared to surface), extending the full length of the space;
- e. provide at least one curb ramp, for users of mobility aids, where there is a change in level;
- f. where the accessible route and the access aisle are not separated by a curb, install tactile attention indicator (TAI) surfaces, as well as other warning features (e.g., bollards) if required / preferred. Ensure TAI surfaces are:
 - i. detectable by foot or cane;
 - ii. clearly visible through the use of high tonal / colour contrast compared to adjacent mounting surface;
 - iii. extended across the full length of the space; and
 - iv. designed meeting the requirements identified for tactile attention indicator (TAI) surfaces (**Refer to Section 2.7, Tactile Walking Surface Indicators**).
- g. provide vertical signage at PLZ:
 - i. mark with the International Symbol of Accessibility to formally designate passenger loading and drop-off zones;
 - ii. ensure size of 300 mm wide by 450 mm high (minimum) (**Figure 29**);
 - iii. mount at height of 1500 mm to 2000 mm (centre) (e.g., wall or post-mounted), from ground / floor (**Figure 29**); and
 - iv. provide information text, compliant with City By-law requirements (e.g., "Designated Passenger Loading Zone").

Best Practice

Consider providing access aisle 3050 mm wide by 7925 mm long, to accommodate a wider range of vehicles (e.g., vans, para-transit vehicles and larger buses).

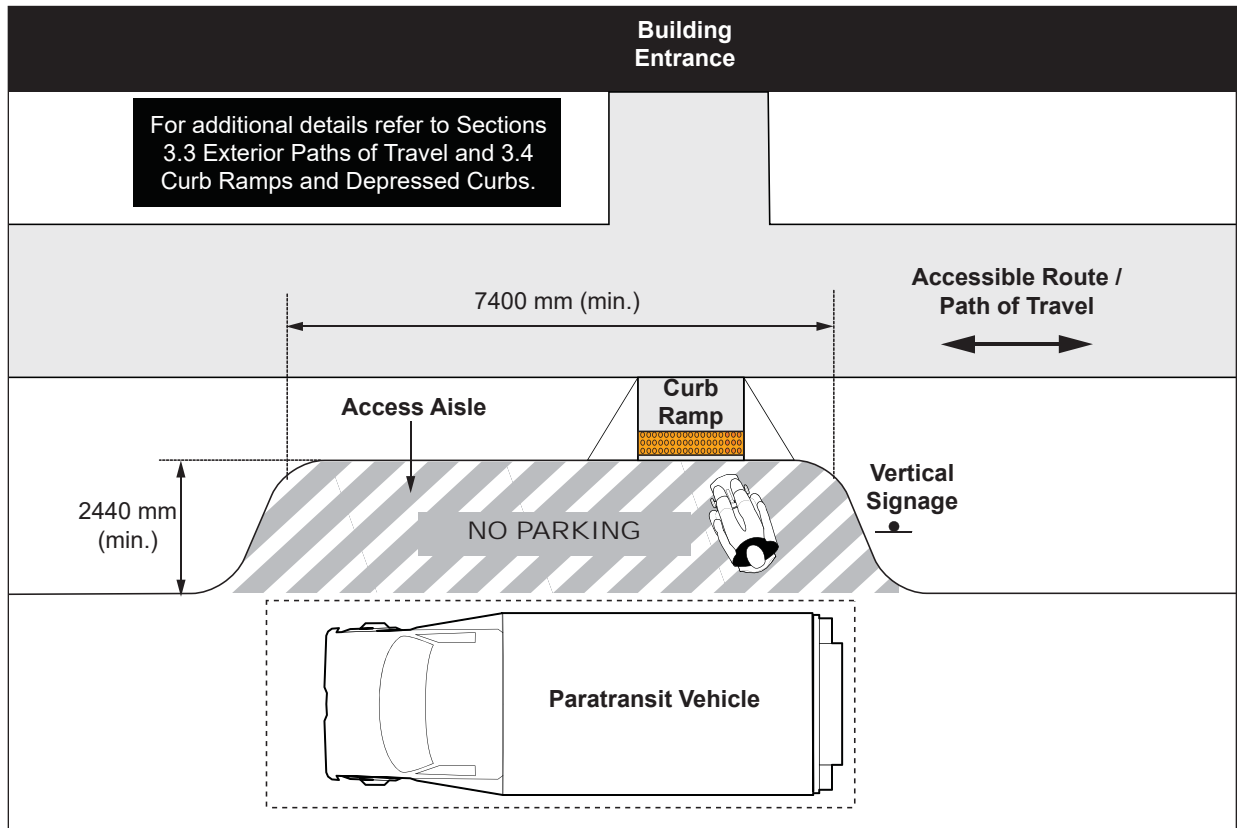


Figure 28: Passenger Loading Zone - Plan View

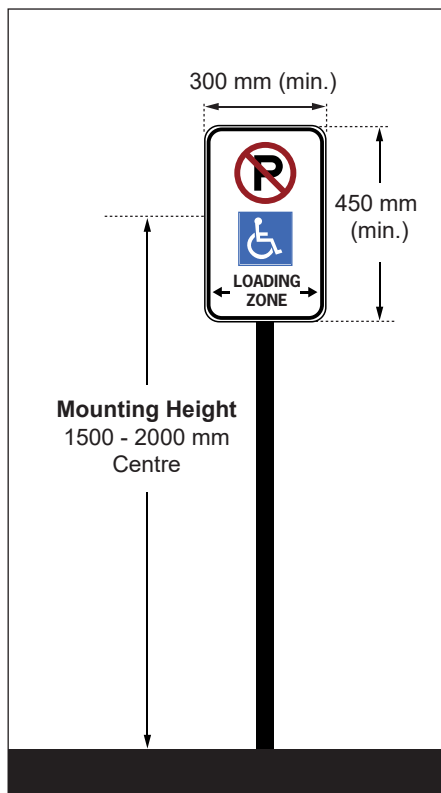


Figure 29: Passenger Loading Zone Vertical Signage



Example of designated passenger loading zone and signage.

Exterior Paths of Travel

3.3

Application

This section applies to exterior paths of travel, which typically include, but are not limited to:

- pedestrian circulation routes that serve facility entrances, exits, elements or amenities;
- pedestrian circulation routes that serve as connections between a site boundary and access into or from a facility;
- public right-of-ways (e.g., sidewalks and footpaths);
- ramps; and
- curb ramps and depressed curbs.

Where stairs are located on accessible exterior routes or walkways, an alternative accessible route is to be provided immediately adjacent to the stairs and may include a ramp or another accessible means of negotiating elevation change.

This section applies to sidewalks used for pedestrian travel and does not include recreational trails or other paths of travel related to parks and the natural environment or private residential areas.

Best Practice

Ensure clear width of accessible routes are maintained and kept free of obstructions (e.g., garbage, street furniture, as well as snow / ice during winter conditions).

Reference

- Sec. 2.1 Ground and Floor Surfaces
- Sec. 2.2 Ramps
- Sec. 2.4 Guards and Handrails
- Sec. 2.5 Overhanging and Protruding Objects
- Sec. 2.6 Rest Areas
- Sec. 3.4 Curb Ramps and Depressed Curbs
- Sec. 3.6 Street Furniture
- Sec. 5.7 Lighting
- Sec. 6.16 Recreational Trails, Beach Access Routes and Boardwalks
- Sec. 6.18 Inclusive Play Spaces

Exception

Compliance is not required where it would:

- cause substantial harm to cultural, historic, religious, or significant natural features/characteristics;
- substantially change the intended experience provided by the facility;
- be impractical due to physical terrain; and
- require construction methods or materials that are prohibited by federal, provincial or local laws.

Best Practice

Provide clear width of 2000 mm (minimum) for exterior paths of travel, where possible.

Cross slope gradient of 1:50 (2%) or less is recommended.

Note

It is important that the cross slope be minimal to allow for adequate drainage. The greater the cross slope, the more likely it will affect the balance of an individual while walking or using a mobility aid.

3.3.1 General Features

- ensure ground surfaces are firm, stable and slip-resistant;
- provide adequate drainage to prevent water accumulation;
- ensure headroom clearance is not less than 2400 mm;
- ensure components along a pedestrian route (e.g., stairs, ramps and rest areas) provide lighting level of 50 lux (5 foot-candles) (minimum); and
- provide a colour contrast of 70% (minimum) to distinguish the edges of exterior paths of travel and assist with wayfinding; and
- where a pedestrian route crosses or joins a vehicular route and the walking surfaces are not separated by curbs, railings or other elements between the pedestrian and vehicular areas, provide tactile attention indicator (TAI) surfaces, continuous along the full length of the crossing boundary (**Refer to Section 2.7, Tactile Walking Surface Indicators**).

3.3.2 Clear Width

- provide clear width of 1500 mm (minimum) (**Figure 30a**);
- where the clear width of exterior paths of travel is less than 1500 mm (minimum), provide a passing area, 1800 mm wide by 1800 mm long (minimum) at intervals of 30 metres or less (**Figure 30b**);
- where passing areas are provided, ensure they are not considered to be part of any rest area that may also be provided; and
- ensure the entrance to exterior paths of travel provide a clear opening of 850 mm (minimum), whether the entrance includes a gate, bollard or other entrance design.

3.3.3 Running and Cross Slopes

3.3.3.1 Running Slope

- ensure a running slope gradient of 1:20 (5%) (maximum) (**Figure 31a**);
- where the exterior path of travel is a sidewalk, a running slope greater than 1:20 (5%) is allowed but it cannot be steeper than the slope of the adjacent roadway; and
- where slope gradient exceeds 1:20 (5%), path of travel is considered a ramp.

3.3.3.2 Cross Slope

- provide a maximum cross slope of:
 - 1:20 (5%), where the surface is asphalt, concrete or some other hard surface (**Figure 31b**); or
- 1:10 (10%) in all other cases.

3.3.4 Rest Areas

When constructing new or redeveloping existing exterior paths of travel intended to be maintained by the City:

- a. ensure the City consults with the Vaughan Accessibility Advisory Committee, the public, and persons with disabilities on the design and placement of rest areas along the path of travel.

Best Practice

Provide rest areas at intervals of 30 m along an exterior accessible route for users who have difficulty walking long distances or with limited stamina. Ensure rest areas are directly connected to the accessible path of travel.

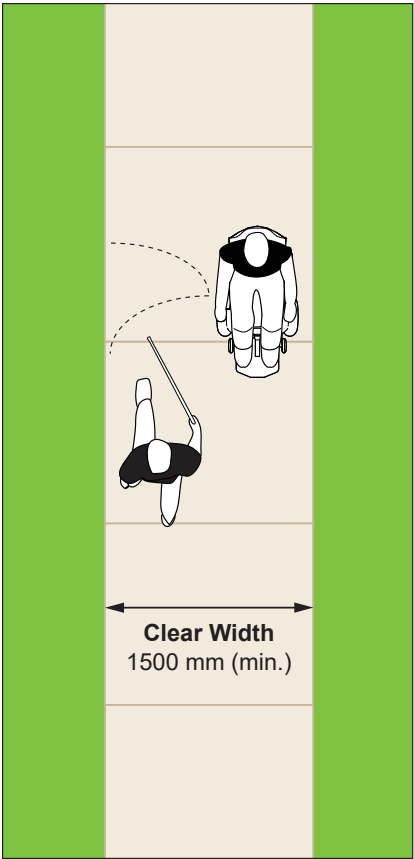


Figure 30a: Minimum Clear Width of Exterior Path of Travel

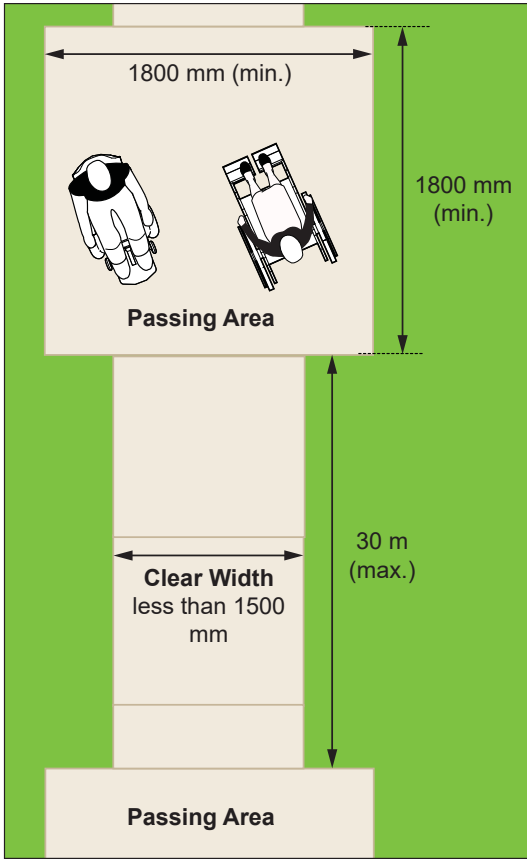


Figure 30b: Reduced Clear Width and Required Passing Area

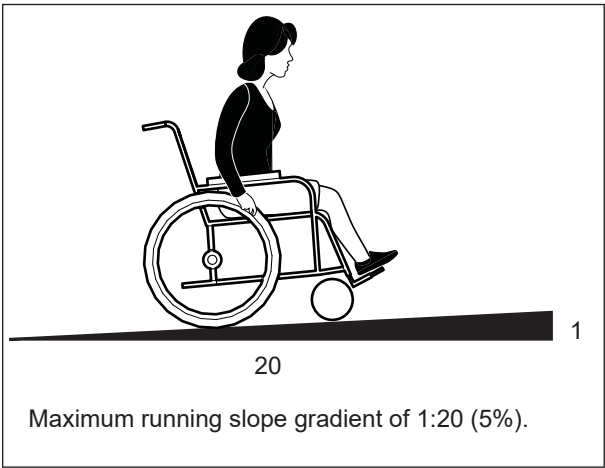


Figure 31a: Running Slope

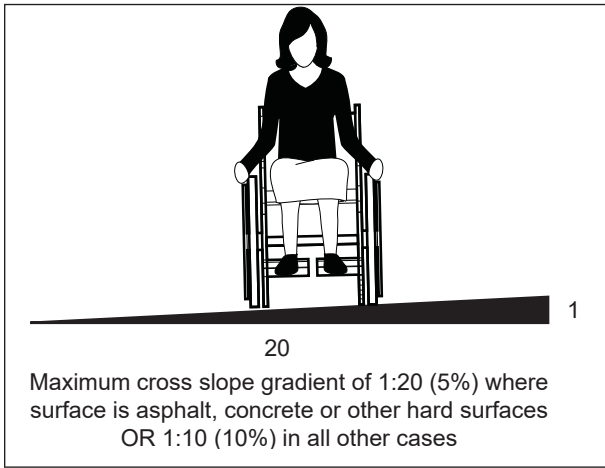


Figure 31b: Cross Slope

Note

Ensure curb or other barrier protection is designed to allow surface drainage.

Exception

Guards are not required if the slope of the surface adjacent to the accessible route is not steeper than 1:2 within 1200 mm from the accessible route.

3.3.5 Changes in Level

- a. where there is a change in level along the exterior path of travel, ensure slope requirements are provided in accordance to **Table 5**:

Table 5: Change in Level - Slope Requirements

| Change in Level (height) | Slope Requirements |
|--------------------------|----------------------------------------------------------|
| 1 - 5 mm | No bevel required |
| 6 - 13 mm | 1:2 bevel |
| 14 - 74 mm | maximum running slope 1:8 (12.5%) or provide a curb ramp |
| 75 - 200 mm | maximum running slope 1:10 (10%) or provide a curb ramp |
| more than 200 mm | provide a ramp |

- b. where there is a change in level or drop-off immediately adjacent to the accessible path of travel,
- provide colour contrasted curb or other barrier protection, 75 mm (minimum) high above path of travel, where change in level is between 200 and 600 mm (**Figure 32**); and
 - provide guards mounted at 1070 mm (minimum), measured vertically to the top of the guard from the ground surface, where change in level is more than 600 mm or where the adjacent surface within 1200 mm from the accessible route has a slope of more than 1:2 (**Figure 32**).

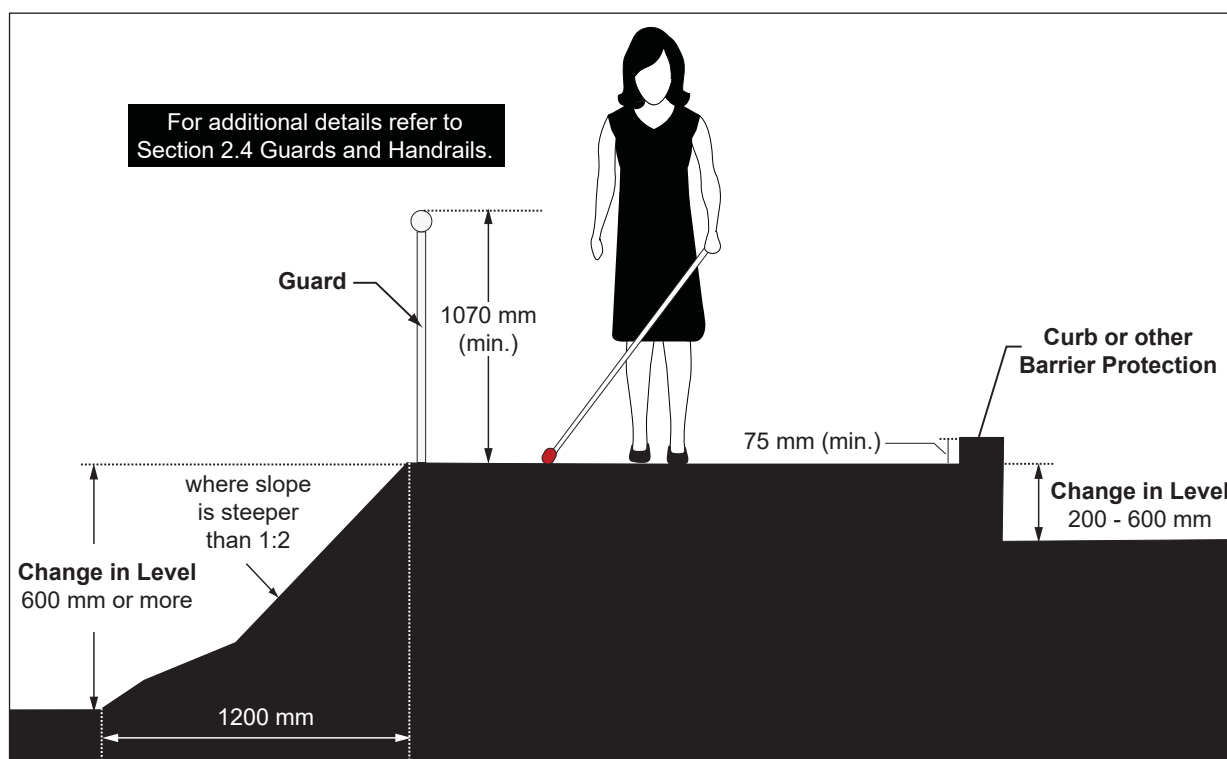


Figure 32: Changes in Level - Edge Protection and Guard Requirements - Section View



Curb Ramps and Depressed Curbs

3.4

Application

Curb ramps and depressed curbs help people with disabilities safely and independently negotiate level changes on public sidewalks and other pedestrian routes. They are required when there is a change in level between exterior path of travel and adjacent vehicular route.

The provision of curb ramps and depressed curbs ensures a continuous accessible path of travel between vehicular and pedestrian routes, for the following typical locations:

- pedestrian crossings at intersections;
- parking spaces, passenger loading zones and related access aisles; and
- any other exterior route where there are elevation changes.

Reference

- Sec. 2.1 Ground and Floor Surfaces
- Sec. 2.7 Tactile Walking Surface Indicators
- Sec. 3.1 Parking
- Sec. 3.2 Passenger Loading Zones
- Sec. 3.3 Exterior Paths of Travel

Best Practice

A transition area of 1700 mm (or more) in diameter at top and bottom of the curb ramp or depressed curb is recommended, where possible, to accommodate larger wheeled mobility aids.

Provide curb ramps with running slope of 1:20 (5%).

Cross slope of zero is recommended.

Provide counter slope of 11% (maximum).

Note

For retrofit conditions, running slope of 10% maximum permitted.

3.4.1 Design and Layout

- provide stable, firm, slip-resistant and non-glare surface;
- ensure curb ramp or depressed curb is aligned with the direction of travel (e.g., crosswalks) and curb ramp or depressed curb on the opposite side of the roadway to help users orient themselves and to allow someone to maintain a straight line of travel;
- design to provide suitable drainage, to prevent water, snow and ice accumulation within the accessible path of travel; and
- ensure gratings and other openings are not placed on curb ramps, depressed curbs or within pedestrian crossings.

3.4.2 Width

- provide clear width of 1500 mm (minimum), exclusive of flared sides (**Figure 35**).

3.4.3 Running and Cross Slopes

- ensure the running slope is:
 - 1:12 (8.33%) (maximum) for curb ramps (**Figure 35**);
 - 1:20 (5%) (maximum) for depressed curbs (**Figure 36**);
- ensure cross slope is 1:50 (2%) (maximum) at curb ramps and depressed curbs; and
- where the counter slope at a curb ramp or depressed curb is greater than 11%, provide a transition area that (**Figure 33**):
 - extends the full width of the curb ramp;
 - begins at the base of the curb ramp and extends to a length of at least 600 mm on the street; and
 - has a cross slope gradient of 1:50 (2%) maximum.

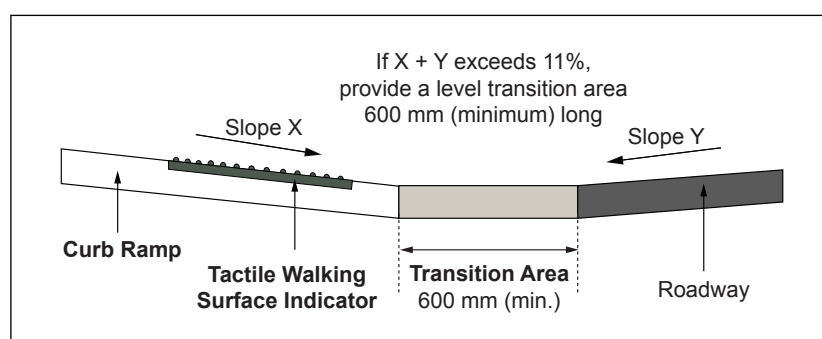


Figure 33: Transition Area - Counter Slope

3.4.4 Landing

- ensure a level landing 1200 mm by 1200 mm (minimum) is provided at the top of the curb ramp (**Figure 35**); and
- ensure running and cross slopes are 2% (1:50) (maximum).

3.4.5 Curb Ramp Design

3.4.5.1 Return Curb

Where curb ramps are designed with return curbs (**Figure 34b**):

- extend over the full length of the curb ramp; and
- ensure the outer surface of the curb is colour contrasted or has a texture change to assist with identification and differentiation between pedestrian and vehicular routes.

3.4.5.2 Flared Sides

Where curb ramps are designed with flared sides (**Figure 34a**):

- ensure surface is stable, firm, slip-resistant and non-glare;
- ensure the sides are clearly demarcated and grooved;
- provide width of 1000 mm (minimum) (**Figure 35**); and
- provide a slope gradient between 6.66% and 10% (1:15 and 1:10), measured parallel to the curb line.

3.4.6 Tactile Walking Surface Indicators (TWSI)

Where curb ramps or depressed curbs are provided on an exterior path of travel, provide tactile attention surface indicators in accordance with Section 2.7 “Tactile Walking Surface Indicators” and also the following:

- install at the bottom portion of the curb ramp or depressed curb, set back 150 or 200 mm from the back edge of the curb, and following any curvature in the curb (**Figure 35**);
- ensure depth of the tactile attention surface indicator is 610 mm (minimum);
- ensure the tactile attention surface indicator extend along the full width of the curb ramp or depressed curb; and
- ensure a strong colour contrast is provided between the tactile attention surface indicator and the curb ramp or depressed curb.

Note

Landings shall be permitted to overlap other landings and clear space.

Return curbs provide defined, detectable edges on both sides of the curb ramp to prevent people from moving unintentionally off of the curb ramp surface. They also provide directional guidance for people with vision loss. Return curbs may be used where pedestrians are not expected to walk across the curb ramp.

Flared sides are not considered part of the accessible path of travel.

Use depressed curbs only in locations of traffic calming, since the shallow slope can be difficult to detect for persons with vision loss.

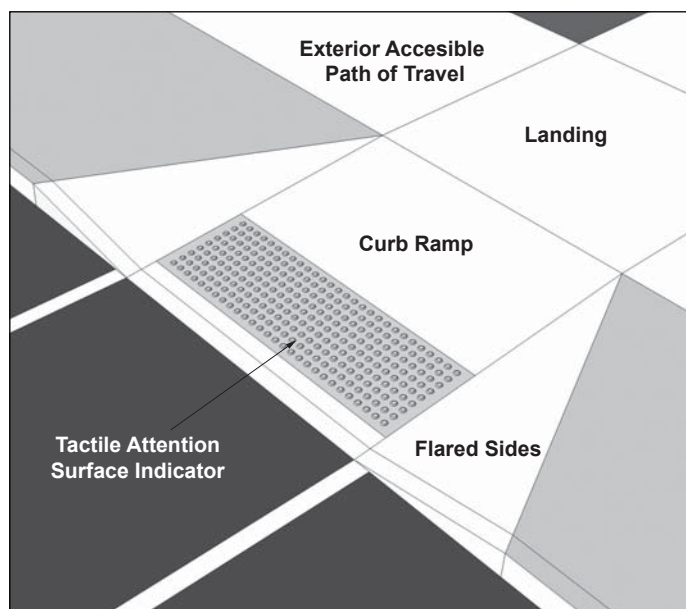


Figure 34a: Curb Ramp with Flared Sides

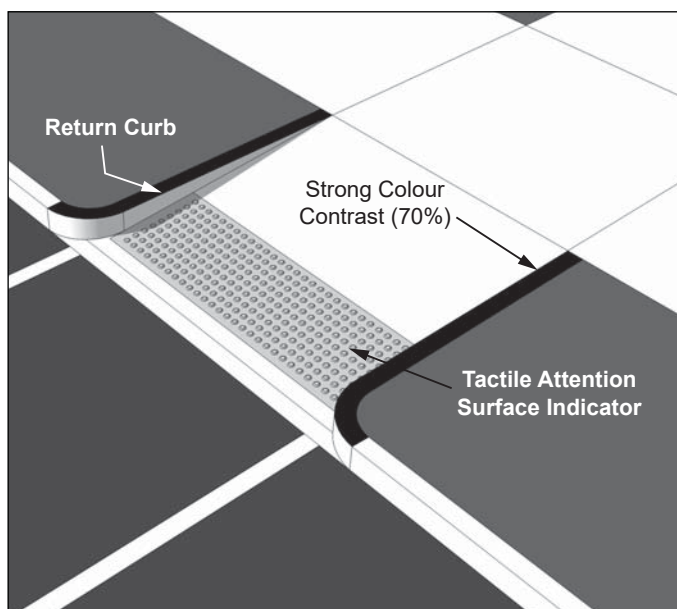


Figure 34b: Curb Ramp with Return Curb

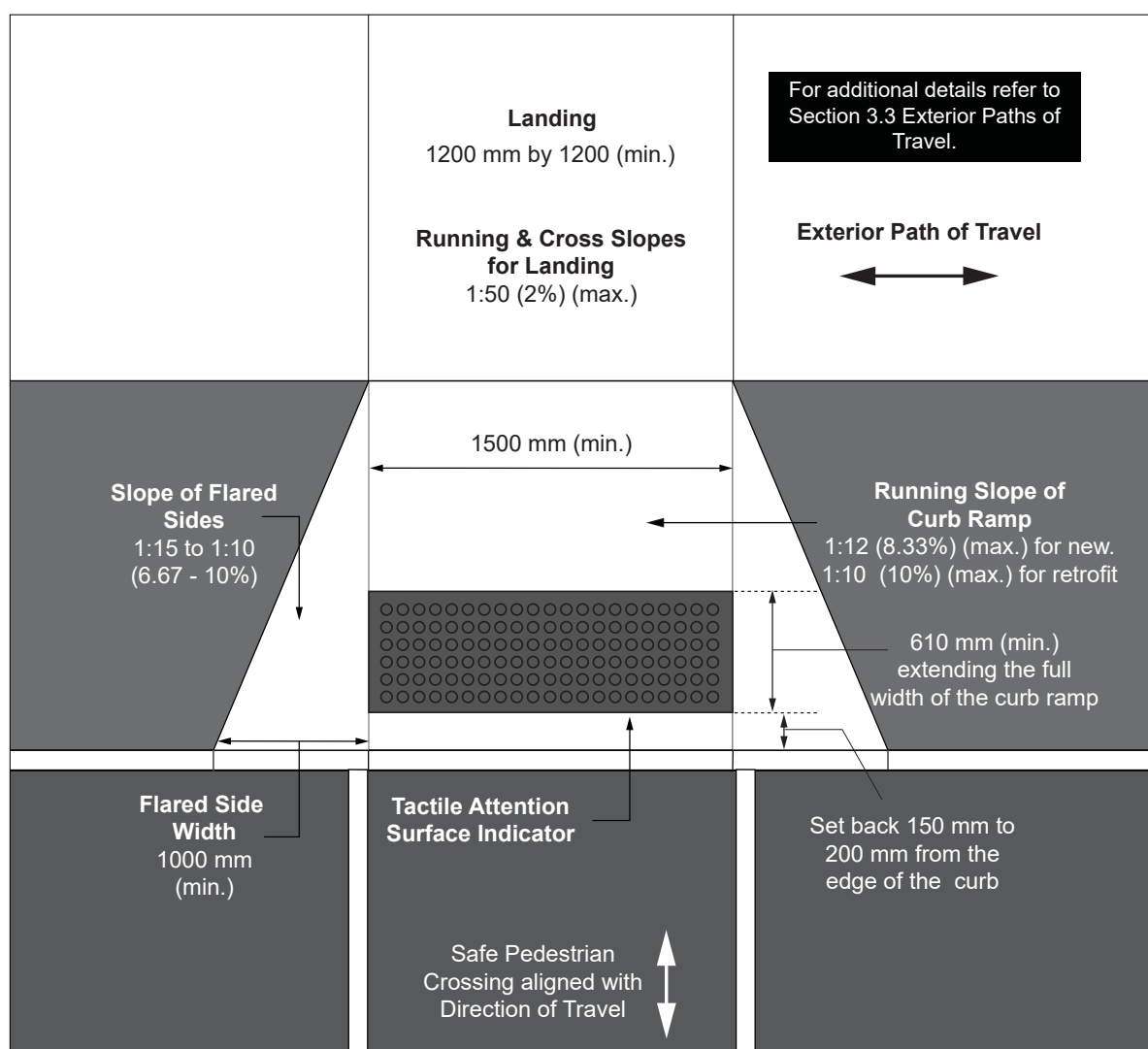


Figure 35: Typical Curb Ramp with Flared Sides Design - Plan View

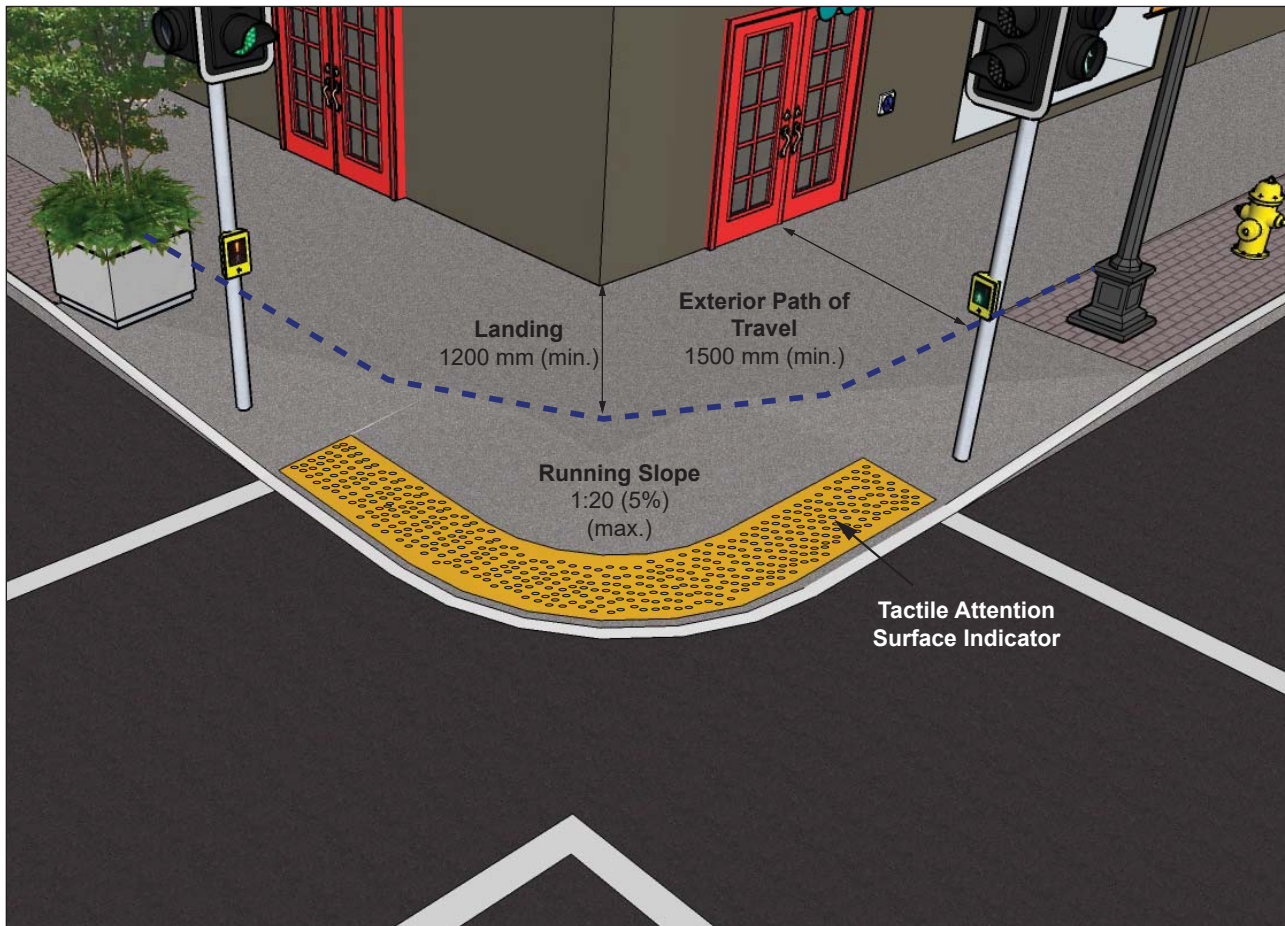


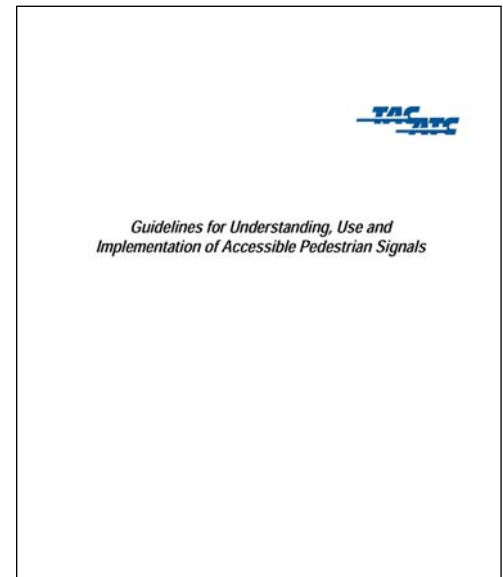
Figure 36: Typical Depressed Curb



3.5

Application

This section addresses accessible pedestrian signals (APS), required for public safety at pedestrian crossings at vehicular roadways, including but not limited to, designated crosswalks and signalized intersections.



Note

Detailed information is provided in “Appendix A” of the Transportation Association of Canada’s “TAC Guidelines for Understanding, Use and Implementation of Accessible Pedestrian Signals” - May 2008 (or current version) and the CNIB’s “Clearing Our Path (2nd Edition, 2016).

3.5.1 Provision

- a. provide accessible pedestrian signals (APS) where new pedestrian signals are being installed or existing pedestrian signals are being replaced at pedestrian cross overs.

3.5.2 Design & Layout

Accessible pedestrian signals must meet the following requirements:

- a. a locator tone that is distinct from a walk indicator tone;
- b. be installed within 1500 mm (maximum) of the edge of the curb;
- c. operable parts be mounted at 1100 mm (maximum) high above ground level;
- d. have tactile arrows that align with the direction of crossing;
- e. include both manual and automatic activation features;
- f. include both audible and vibro-tactile walk indicators;
- g. where two APS assemblies are installed on the same corner, ensure they are installed a minimum of 3000 mm apart (**Figure 35a**); and
- h. where two APS assemblies cannot be installed 3000 mm (minimum) apart because of site constraints or existing infrastructure:
 - i. install on a single post;
 - ii. include a verbal announcement clearly stating which crossing is active;
 - iii. ensure each push button is on the side of the post facing the pedestrian waiting area; and
 - iv. align the face of each unit to be parallel to the associated crosswalk.

Best Practice

Avoid installing two APS push buttons on the same post, where possible.

Tactile diagram on the pedestrian signal control showing lane configuration is recommended.

Use of different tones for North-South and East-West crossings is recommended.



Typical APS actuation.

Street Furniture

3.6

Application

This section addresses street furniture, which includes but is not limited to amenities for outdoor spaces, right-of-ways, and accessible routes / paths of travel. Examples of typical street furniture includes:

- drinking fountains;
- public telephones;
- mail and utility boxes;
- vending machines;
- benches / seating and rest areas;
- lighting elements (i.e., stands / posts)
- waste receptacles;
- bike racks / locking posts; and
- planters / tree grates.

Reference

- Sec. 2.5 Overhanging and Protruding Objects
- Sec. 2.8 Drinking Fountains
- Sec. 2.9 Public Telephones
- Sec. 2.10 Seating, Tables and Work Surfaces
- Sec. 5.1 Controls and Operating Mechanisms

3.6.1 Design and Layout

- ensure street furniture does not reduce the required width of the accessible path of travel / route;
- ensure street furniture is cane detectable with its leading edge at 680 mm (maximum) high;
- ensure movement or temporary removal of street furniture is not required to allow its access and use;
- where controls or operating mechanisms are provided, ensure they are mounted 1100 mm (maximum) high; and
- locate street furniture consistently to one side of the accessible path of travel / route within an amenity strip:
 - 600 mm (minimum) wide (**Figure 37**);
 - with a colour contrast of 70% (minimum) compared with the adjacent surface; and
 - separated from the accessible path of travel / route with continuous colour contrasted border, 300 mm (minimum) wide.

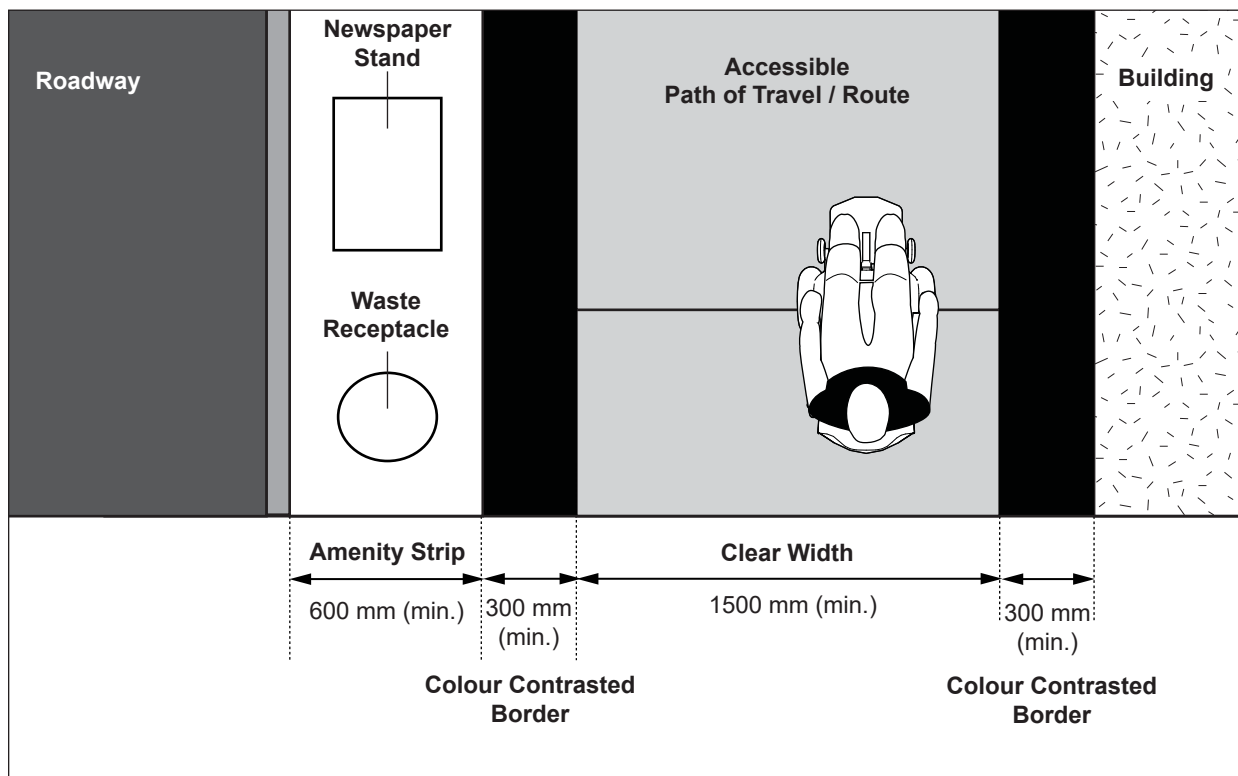


Figure 37: Typical Amenity Strip for Street Furniture Placement

Site Plan Accessibility Impacts Checklist

3.7

Application

The following checklist is designed for use by City of Vaughan Staff when reviewing accessibility issues related to **Site Plan / Development Applications**. All information is mandatory for completion by the **Applicant / Owner** and for submission with a **Site Plan / Development Application**.

Site Plan Accessibility Impacts Checklist

| Project Information / Development Proposal | | Applicant Contact Information | |
|----------------------------------------------------------------|--|-------------------------------|--|
| Project name / reference no.: _____ | | Applicant / Owner Name: _____ | |
| Address: _____ | | Phone number: _____ | |
| Application number: _____ | | Address: _____ | |
| Type of application: New construction <input type="checkbox"/> | | _____ | |
| Renovation <input type="checkbox"/> | | _____ | |
| Submission date : ____ / ____ / ____ | | _____ | |
| Date reviewed: ____ / ____ / ____ | | _____ | |
| Notes : _____ | | _____ | |

| Reviewed By | |
|-------------------|-------|
| Staff name: | _____ |
| Title / Position: | _____ |
| Department: | _____ |
| Phone Number: | _____ |

| | |
|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| Approval verification: <div>[Stamp]</div> | Selected for review by the Vaughan Accessibility Advisory Committee (VAAC)? <input type="checkbox"/> Y <input type="checkbox"/> N |
| | Date of VAAC review ____ / ____ / ____ |
| | VAAC feedback received and addressed? <input type="checkbox"/> Y <input type="checkbox"/> N |
| | Staff signature _____ |
| | Date ____ / ____ / ____ |



| IDS Ref. | Requirements | Compliance | Comments | Drawing Ref. # (i.e. where criteria is shown) |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|----------|--------------------------------------------------|
| 3.1.2 | PROVISION: Minimum number and ration of accessible parking spaces provided as required in sub-section 3.1.2 Provision Table 4. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | PATH OF TRAVEL: 1500 mm (min.) wide to accessible entrance. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 3.1.3 | LOCATION: within 30 m of accessible entrance. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | SURFACE: firm, stable and slip-resistant. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | RUNNING SLOPE: 1:50 (max.). | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | CROSS-SLOPE: 1:50 (max.). | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | OVERHEAD CLEARANCE: 2100 mm or 2750 mm for van accessible spaces. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | TYPE A SPACE: 3400 mm (min.) wide x 5800 mm (min.) long | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | TYPE B SPACE: 2400 mm (min.) wide x 5800 mm (min.) long | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | ACCESS AISLE: 1500 mm (min.) wide, clearly marked, adjacent to accessible parking space. <i>Note: Two adjacent accessible parking spaces may share an access aisle.</i> | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | DIRECTIONAL SIGNAGE: provided to guide users to nearest accessible entrance. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 3.1.4.1 | VERTICAL SIGNAGE: | | | |
| | Width 300 mm (min.) x Height 450 mm (min.). | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | Mounted 1500 to 2000 mm high at centre. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | Marked with International Symbol of Accessibility. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 3.1.4.2 | PAVEMENT SIGNAGE: | | | |
| | Marked with International Symbol of Accessibility. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | Length 1525 mm (min.) x Width 1525 mm (min.). | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |

2. Passenger Loading Zone (Ref. Section 3.2 Passenger Loading Zones)

This section does not apply

| IDS Ref. | Requirements | Compliance | Comments | Drawing Ref. # (i.e. where criteria is shown) |
|----------|----------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|----------|--------------------------------------------------|
| 3.2.1 | LOCATION: within 30 m of accessible entrance. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | LENGTH 7400 mm (min.) x WIDTH 2440 mm (min.), clearly marked. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | VERTICAL CLEARANCE: 3600 mm (min.) throughout vehicular pull-up space and passenger loading zone. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | PATH OF TRAVEL: 1500 mm (min.) wide to accessible entrance. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | DIRECTIONAL SIGNAGE: provided to guide users to nearest accessible entrance. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | VERTICAL SIGNAGE: | | | |
| | Width 300 mm (min.) x Height 450 mm (min.). | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | Mounted 1500 to 2000 mm high at centre. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |

3. Exterior Paths of Travel (Ref. Section 3.3 Exterior Paths of Travel)

This section does not apply

| IDS Ref. | Requirements | Compliance | Comments | Drawing Ref. # (i.e. where criteria is shown) |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|----------|--------------------------------------------------|
| 3.3.1 | SURFACE: firm, stable and slip-resistant. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | HEADROOM CLEARANCE: 2400 mm (min.). | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | LIGHTING: 50 lux (5 foot-candles) (min.) at components (e.g., stairs, ramps and rest areas). | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 3.3.2 | CLEAR WIDTH: 1500 mm. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 3.3.3 | RUNNING SLOPE: 1:20 (5%) (max.). <i>Note: If walkways exceed 5%, a ramp is required.</i> | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 3.3.3 | CROSS-SLOPE: 1:50 (2%) (max.). | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 3.3.4 | REST AREA: provided at every 30 m along path of travel. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 2.6.2 | ACCESSIBLE SEATING OPTIONS: provide as required (e.g., benches with arm / back rests and consideration for alternate design configurations). <i>Note: Refer to Section 2.6, Rest Areas, and Section 2.10 Seating, Tables and Work Surfaces for detailed requirements.</i> | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 3.3.5 | EDGE PROTECTION OR GUARDS: provided at changes in level. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 2.1.5 | GRATINGS AND OPENINGS: 13 mm (max.) wide in direction of travel. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |

4. Curb Ramps (Ref. Section 3.4 Curb Ramps and Depressed Curbs)

This section does not apply ☐

| IDS Ref. | Requirements | Compliance | Comments | Drawing Ref. # (i.e. where criteria is shown) |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|----------|--------------------------------------------------|
| 3.4 | SURFACE: firm, stable and slip-resistant. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | CLEAR WIDTH: 1500 mm (min.), exclusive of flared sides. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | TRANSITION AREA: 1200 mm (min.) at top of curb ramp | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | RUNNING SLOPE: 1:12 (8.33%) (max.) for curb ramps; 1:20 (5%) (max.) for depressed curbs. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | CROSS-SLOPE: 1:50 (2%) (max.). | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | TACTILE ATTENTION INDICATOR (TAI) SURFACES: 610 mm (min.) deep, back at 150 mm to 200 mm from edge of curb. <i>Note: Refer to Section 2.7, Tactile Walking Surface Indicators for detailed requirements.</i> | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | FLARED SIDE (where provided): 1000 mm wide; slope 1:15 to 1:10 (6.66% to 10%). | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |

5. Ramps (Ref. Section 2.2 Ramps)

This section does not apply ☐

| IDS Ref. | Requirements | Compliance | Comments | Drawing Ref. # (i.e. where criteria is shown) |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|----------|--------------------------------------------------|
| App. | Provided where ELEVATION is greater than 1:20 (5%). | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 2.2.1 | RUNNING SLOPE: 1:15 (6.67%) (max.). | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | CROSS-SLOPE: 1:50 (2%) (max.). | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | SURFACE: firm, stable and slip-resistant. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | CLEAR WIDTH: 1100 mm (min.) between handrails. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | EDGE PROTECTION: provided, where ramps and landings are not level or where there is no solid enclosure or guard. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | COLOUR CONTRASTING STRIP: provided at slope changes, 50 ± 10 mm wide colour-contrasted and slip-resistant strips equal to the width of the ramp. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | LIGHTING: 50 lux (5 foot-candles) (min.). | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 2.2.2 | LENGTH: 9000 mm (max.) or provide landing. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | LANDING: | | | |
| | Provided at top, bottom, intermediate level or where there is any directional change. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | 1670 mm x 1670 mm (min.) at top and bottom landing. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | 1670 mm (min.) in length and same width as ramp. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 2.2.3 | HANDRAIL: 865 to 965 mm high on both sides. <i>Note: Refer to Section 2.4, Guards and Handrails for detailed requirements.</i> | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |

| 6. Stairs (Ref. Section 2.3 Stairs) | | | | |
|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|------------------------------------------------------|--------------------------------------------------|
| | | | This section does not apply <input type="checkbox"/> | |
| IDS Ref. | Requirements | Compliance | Comments | Drawing Ref. # (i.e. where criteria is shown) |
| 2.3.1 | SURFACE: slip-resistant and non-glare. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | TREAD: 280 to 355 mm deep, uniform. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | RISER: 125 to 180 mm high, uniform. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | OPEN RISER: not permitted. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | NOSING PROJECTION: 38 mm (max.). | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | NOSING STRIP: 50 mm deep; colour contrasted, at leading edge of tread, extending full width of tread. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | TACTILE ATTENTION INDICATOR (TAI) SURFACES: 610 mm (min.) deep, at top of stairs, one tread back. <i>Note: Refer to Section 2.7, Tactile Walking Surface Indicators for detailed requirements.</i> | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 2.3.2 | LIGHTING: 50 lux (5 foot-candles) (min.). | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| | HANDRAIL: 865 to 965 mm high on both sides. <i>Note: Refer to Section 2.4, Guards and Handrails for detailed requirements.</i> | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |

| 7. Building Entrance (Ref. Section 4.1 Entrances) | | | | |
|---------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|------------------------------------------------------|--------------------------------------------------|
| | | | This section does not apply <input type="checkbox"/> | |
| IDS Ref. | Requirements | Compliance | Comments | Drawing Ref. # (i.e. where criteria is shown) |
| 4.1.1 | PROVISION: At least one (1) accessible entrance or 50% of the total number of building entrances (Main or primary entrance to be accessible, with level access (preferred)). <i>Note: Refer to Section 4.7, Interior Maintenance Checklist.</i> | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |

Exterior Maintenance Checklist

3.8

Application

The following checklist is designed for use by City of Vaughan 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 5.8 Signage and Wayfinding) This section does not apply <input type="checkbox"/> | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|----------------------|--------------------|
| 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"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 2 | Where provided, is signage (e.g., directional, identification signage) throughout exterior maintained and clearly visible? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 3 | Is signage properly illuminated to ensure legibility? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 4 | Is signage provided to identify amenities (e.g., public telephone) and is it clearly visible? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |

| 2. Accessible Parking Spaces and Passenger Loading Zones (Ref. Section 3.1 Parking and 3.2 Passenger Loading Zones) This section does not apply <input type="checkbox"/> | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|----------------------|--------------------|
| 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"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 6 | Are parking spaces, including access aisles, kept clear of obstacles and other obstructions (e.g., garbage, gravel / grit, snow and ice). NOTE: Ensure the entire area of the parking space is maintained during winter when snow and ice is on the ground. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 7 | Is the parking surface in good condition (e.g., free of disrepair such as cracks, heaving, uneven surfaces, potholes)? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 8 | Are pavement markings provided at parking spaces legible? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |

(Ref. Section 3.1 Parking and 3.2 Passenger Loading Zones)

This section does not apply

| Item | Requirements | Compliance | Accessibility Issues | Location Reference |
|------|-----------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|----------------------|--------------------|
| 9 | Is vertical signage provided at designated accessible parking spaces clearly visible and in good condition? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 10 | Where provided, are curb ramps kept free of obstructions (e.g., gravel / grit, snow and ice)? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 11 | Are accessible routes from parking spaces leading to facility entrance clearly marked and free of obstructions? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 12 | Is vertical signage provided at designated passenger loading zones clearly visible and in good condition? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |

| Item | Requirements |
|------|--------------|
|------|--------------|

This section does not apply

1

| Item | Requirements | Compliance | Accessibility Issues | Location Reference |
|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|----------------------|--------------------|
| 13 | Are accessible routes kept free of obstructions (e.g., garbage, street furniture, snow / ice)? NOTE: Ensure the width of exterior accessible routes is maintained during winter when snow is on the ground. | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 14 | Are accessible routes in good condition (e.g., free of disrepair such as cracks, heaving, settling, which cause uneven surfaces and potential tripping hazards)? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 15 | Where provided, are curb ramps kept free of obstructions (e.g., gravel / grit, snow and ice)? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 16 | Are trees and other vegetation maintained (e.g., trimmed) to ensure that an overhead projection of 2100 mm (min.) is provided throughout exterior? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |

| Item | Requirements |
|------|--------------|
|------|--------------|

This section does not apply

11

| Item | Requirements | Compliance | Accessibility Issues | Location Reference |
|------|-------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|----------------------|--------------------|
| 17 | Are all accessible routes, designated accessible parking spaces and passenger loading zones properly illuminated? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |

Notes:

Interior Environments

4.0

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Entrances

4.1

Application

This section applies to pedestrian entrances into facilities. Entrances include all access and entry points into a facility. An entrance typically consists of several elements and includes the approach and route leading to a facility, the components of the entrance itself and transition area between exterior and interior environments (e.g., vestibule). It may also include an interior lobby or waiting area, where applicable.

Reference

- Sec. 2.2 Ramps
- Sec. 2.3 Stairs
- Sec. 2.4 Guards and Handrails
- Sec. 2.6 Rest Areas
- Sec. 2.7 Tactile Walking Surface Indicators
- Sec. 2.10 Seating, Tables and Work Surfaces
- Sec. 4.2 Doors and Doorways
- Sec. 5.7 Lighting
- Sec. 5.8 Signage and Wayfinding
- Sec. 6.11 Service Counters
- Sec. 6.12 Waiting and Queuing Areas

Note

Where several doors are provided adjacent to each other (e.g., a bank of doors), these doors are considered a single entrance.

Best Practice

Where an entrance is not accessible, provide directional and informational signage to identify location of the closest accessible entrance.

Consider providing automatic sliding doors at highly used entrances.

Note

Ensure power door operators are provided on both doors, where vestibule is provided.

4.1.1 Provision

- at least 1 in 2 (50%) of the total number of building entrances are required to be accessible, rounding up to the nearest whole number;
- for new buildings, ensure all public entrances are accessible, including all main entrances for each tenancy of a multi-unit building;
- ensure the main or primary entrance into a facility is accessible (e.g., via level, sloped or ramped accessible paths of travel / routes);
- if direct access is provided for pedestrians from an enclosed parking garage to a facility, ensure at least one accessible entrance is provided from the parking garage to the facility; and
- if the only entrance to a facility is a service entrance, ensure entrance is accessible.

4.1.2 Accessible Entrances Design and Layout

- where an entrance is designated as a main or primary accessible entrance into a facility, locate as close as possible or 30 metres (maximum) from designated accessible parking or passenger loading or drop-off zones;
- ensure accessible entrances are served by an accessible path of travel, including an exterior landing area with 1700 mm (minimum) turning diameter (**Figure 38**);
- ensure accessible entrances connect an exterior path of travel with an interior accessible route;
- provide directional signage (i.e., features including suitable font size, use of colour / tonal contrast and braille provision where required) at strategic points to guide users from accessible parking areas, drop-off and loading zones, and site access points to the accessible entrance (Refer to **Section 5.8, Signage & Wayfinding** for detailed information);
- ensure the clear width of the door is 860 mm (minimum);
- where the entrance includes more than one door, only one of the doors is required to be accessible;
- where an entrance vestibule is provided, ensure:
 - the distance between the two doors in series is 1500 mm (minimum), plus the width of the door swinging into the space; or
 - a turning space of 1500 mm diameter is provided where doors do not align;
- install power door operator and mark door with International Symbol of Accessibility; and
- provide overhead protection (e.g., canopy) at pedestrian entrance and passenger loading or drop-off zones adjacent to the entrance, with height clearance of 2750 mm (minimum) or 3600 mm (preferred).

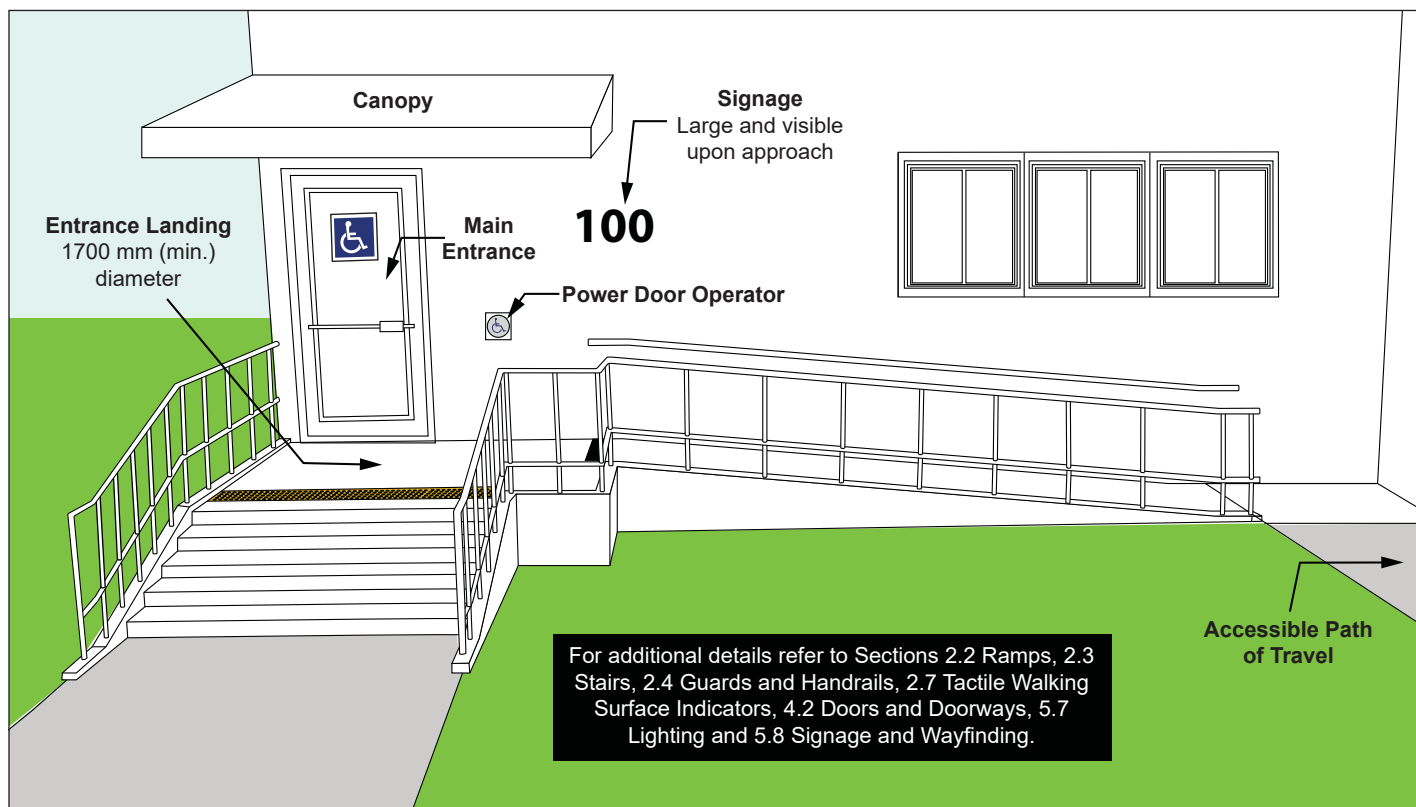


Figure 38: Main or Primary Entrance Features



Doors and Doorways

4.2

Application

This section applies to all interior and exterior doors intended for staff and public use, which lead into, out of and through a facility. The provision of accessible doors as part of an accessible route is an important consideration for all users of a facility.

Where doors have more than one independently operated leaf (e.g., at a bank of doors), at least one of the door leafs is required to be accessible, meeting the criteria identified in this Section.

Reference

- Sec. 2.4 Guards and Handrails
- Sec. 5.1 Controls and Operating Mechanisms
- Sec. 5.8 Signage and Wayfinding
- Sec. 5.9 Windows and Glazing

Note

Additional considerations are required to address issues related to doors used for fire and life safety (e.g., use of electromagnetic 'hold-open' devices and door closer adjustments).

4.2.1 Clear Width

For all interior and exterior doors and doorways:

- provide a clear width of 860 mm (minimum), measured when door is open 90 degrees from the face of door (and / or exit door hardware that projects into the path of travel) and the opposite door stop (**Figure 39a**); and
- where there is a projection into the clear door width between 860 mm and 2030 mm above the floor, ensure it is 100 mm (maximum) (**Figure 39b**).

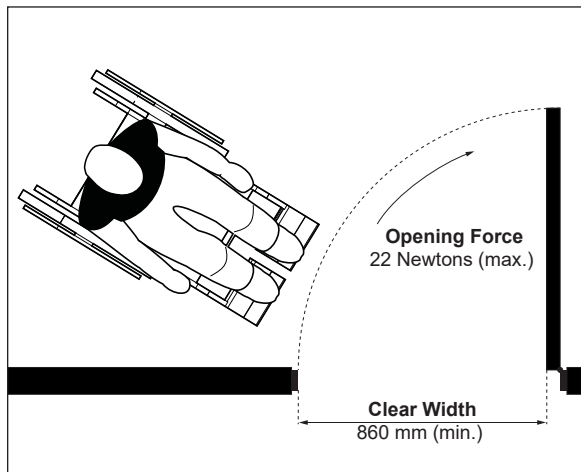


Figure 39a: Clear Width of Door - Plan View

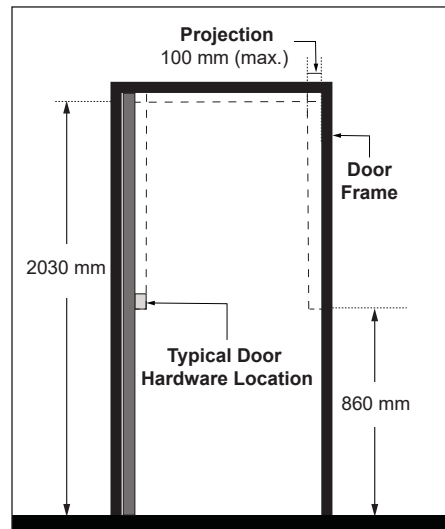


Figure 39b: Clear Width of Door - Section View

Best Practice

Where permitted and where visual or acoustic privacy is not a design requirement, entrances without doors are preferred (e.g., public washrooms in large, assembly type facilities).

Provide clear width of 915 mm (minimum) at all doorways, where feasible.

Note

For existing doors with panic hardware for exiting, hardware often projects more than 100 mm and reduces required clear width.

4.2.2 Opening Force and Closers

4.2.2.1 Opening Force

The maximum opening force required for push / pull is:

- 38 Newtons (8.5 pounds) for exterior hinged doors;
- 22 Newtons (5 pounds) for interior hinged doors; and
- 22 Newtons (5 pounds) for sliding or folding doors.

4.2.2.2 Closers

- adjust closers so that from an open position of 90 degrees, the time required to move the door to a position of 12 degrees from the latch is 5 seconds (minimum).

4.2.3 Thresholds

- provide bevel at maximum slope of 1:2 (50%), where transition is between 6 mm and 13 mm high; and
- ensure threshold at door is not more than 13 mm high.

Note

Knob hardware and thumb-latch handles are not appropriate because they require tight grasping and fine finger control.

Where sliding doors are provided, ensure operating hardware is usable on both sides when the door is in the open position (e.g., large D-pull handles).

Typical revolving door systems are not considered accessible entrances, recognizing the floor space within a system is limited and the speed of use is typically fast. Some specialized revolving door systems are accessible and can accommodate larger mobility aids.

4.2.4 Door Hardware

Door hardware includes, but is not limited to, handles, pulls, latches and locks, with the following features:

- mount between 900 mm (minimum) and 1100 mm (maximum) high from finished floor or ground surface;
- usable with closed fist and operable with one hand;
- ensure tight grasping of hands, pinching of fingers or twisting of wrists are not required to operate hardware;
- ensure colour contrasted hardware finishes are provided when compared to mounting surface; and
- install door kick plates 300 mm high, measured from bottom edge of door, covering the entire width of the door (e.g., especially for high traffic areas).

4.2.5 Colour Contrast of Doors and Frames

- provide colour contrast of 70% (minimum) to differentiate doors and / or door frames from the surrounding environment.

4.2.6 Automatic Doors

Where automatic doors are provided, typically sliding or swinging doors activated by infrared sensors:

- ensure sensors are suitably placed to detect users approaching; and
- ensure timing allows safe passage through doors.

4.2.7 Revolving Doors and Turnstiles

Where revolving doors or turnstiles are used:

- provide an accessible gate or door adjacent to turnstiles and / or revolving door, with clear width of 860 mm (minimum) (**Figure 40**); and
- ensure accessible gate or door is clearly marked with International Symbol of Accessibility.

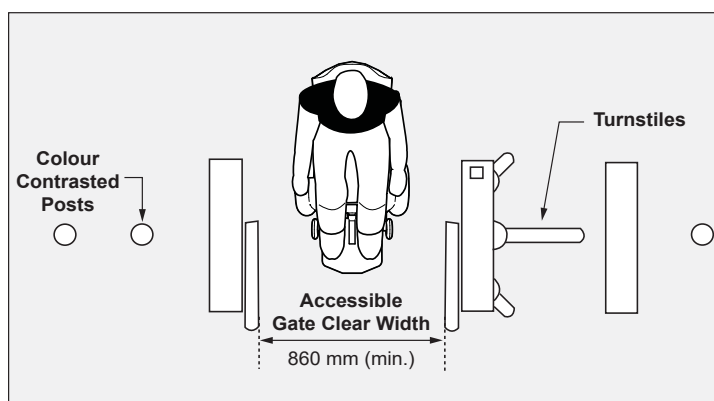


Figure 40: Accessible Controlled Gate

4.2.8 Power-Assisted Doors

Power-assisted doors are typically activated by a control and are predominantly required at the following locations:

- building entrances (e.g., all accessible public and main entrances);
- interior doors along accessible routes and / or connecting accessible routes;
- all accessible washrooms (e.g., both multiple occupancy and universal washrooms);
- doors leading to reception / information areas and service counters;
- doors entering into primary functional spaces (e.g., large or highly-use multi-purpose rooms and meeting rooms); and
- doors leading to “Areas of Refuge”.



Figure 41: Example of Power Operator Control Promoting Universal Use

Where power-assisted doors are provided:

- mark accessible doors with International Symbol of Accessibility decal and other signage (e.g., “Caution” decals to warn of door swing);
- ensure a force of no more than 66 Newtons is required to stop door movement;
- in case of power failure, ensure power-assisted doors can be opened manually;
- ensure door remains fully open for 5 seconds (minimum);
- ensure doors take 3 seconds (minimum) to move from a closed to fully open position, when activated; and
- provide power door operator controls on both sides of doors, for use when entering or leaving, located to allow activation of the door from either direction of travel and without obstructing the path of travel, as follows:
 - mount in clearly visible location for easy identification upon approach on the latch side;
 - ensure the face dimension of the power door operator control is 150 mm (minimum) in diameter where it is circular or 150 mm wide by 915 mm long (minimum) where it is a vertical extended power door operator;
 - ensure colour contrast is provided between activation device and mounting surface;

Best Practice

Provide power door operators for high frequency doors (e.g. large meeting / multipurpose rooms) in new construction. Consider providing roughed in power for future power door operators at other locations.

Where more than one power door operator controls are mounted on the same wall, provide directional signage to indicate which push button activates which door.

Long extended power door operator controls allow activation from any approach and height level (**Figures 41 and 42b**).

Note

Where power-assisted doors are activated by proximity card reader devices, ensure timing of door opening is synchronized with operation of proximity device.

Rectangular shaped power door operator control with dimensions of 50 mm by 100 mm, may only be used for retrofit situation, where standard control sizes will not fit.

- iv. ensure they project less than 100 mm from mounting surfaces;
- v. mark with International Symbol of Accessibility;
- vi. ensure controls are operable with a closed fist;
- vii. mount at height of 900 mm to 1100 mm centre from ground or floor surface (**Figure 42a**);
- viii. where long extended power door operator controls are provided, mount so that they extend from not more than 200 mm and not less than 900 mm high above the floor (**Figure 42b**);
- ix. mount beyond the arc of the door swing away between 600 mm and 1500 mm, on a level wall surface or separate post, where door opens towards the control (**Figure 42c**); and
- x. provide a minimum clear and level floor space within a rectangular area of 1700 mm by 1700 mm in front of activation devices.

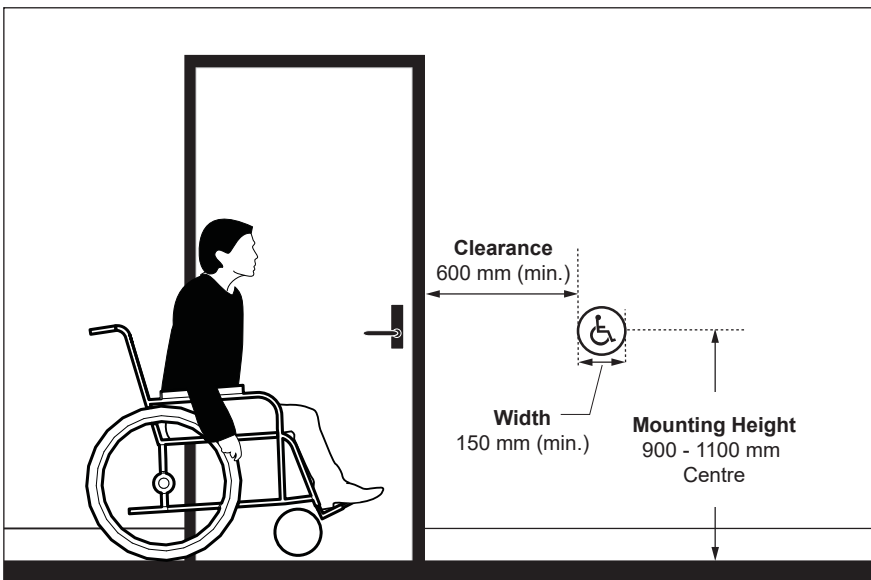


Figure 42a: Circular Push Button - Elevation View



Large circular power door operator control, clearly marked with International Symbol of Accessibility.

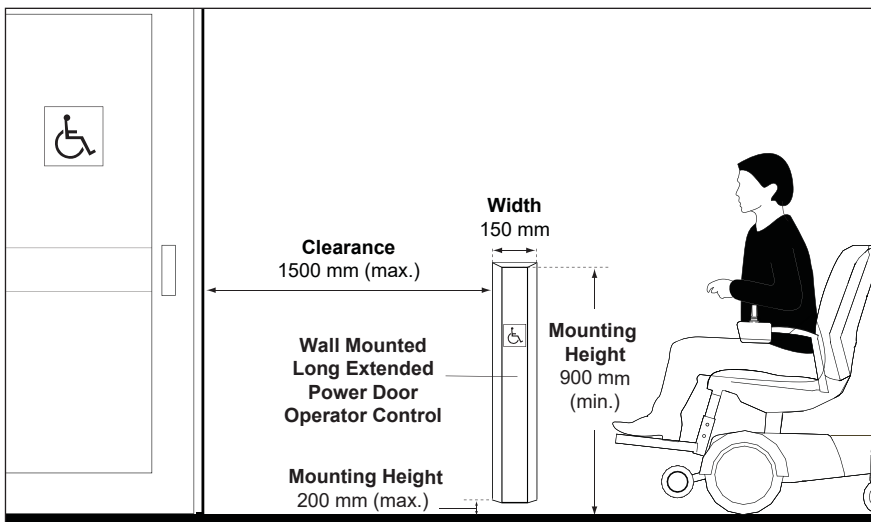


Figure 42b: Long Extended Power Door Operator - Elevation View



Long extended power door operator control can accommodate a wider range of users (e.g., can be operated by foot or foot rest).

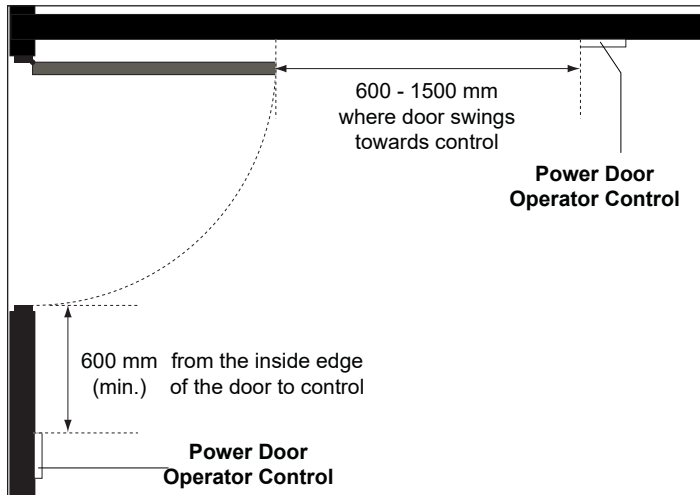


Figure 42c: Power Door Operator Control Mounting Location - Plan View



Example of rectangular shaped power door operator control used in retrofit situations only.

Best Practice

Swinging doors equipped with power operators which are activated automatically and open into passing pedestrian traffic should also have a device (mat or other sensor) on the swing side to prevent the door from opening if someone is standing in the swing area.

Note

Provision of guards is typically required for exterior out-swinging power-assisted doors, where the door is automatically activated by a motion sensor and where the door may swing into high traffic areas.

4.2.9 Doors Swinging into Accessible Routes

Where automatic doors or power-assisted doors, whether activated by a control manually or automatically by a motion sensor or a floor-pad sensor that someone steps on (e.g., typically used at higher traffic doors), swing into an accessible path of travel:

- provision of recessed doors is preferred (**Figure 43a**); or
- provide cane detectable guards or other devices at right angles to the wall containing the door, with the lower rail surface mounted no more than 680 mm high (maximum) from ground or floor surface, extending 300 mm (minimum) beyond the door swing, on both sides of doors (**Figure 43b**).

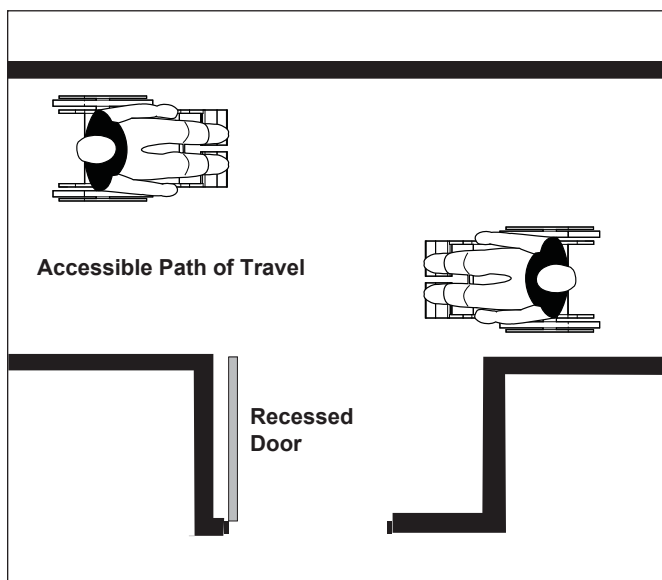


Figure 43a: Recessed Door - Plan View

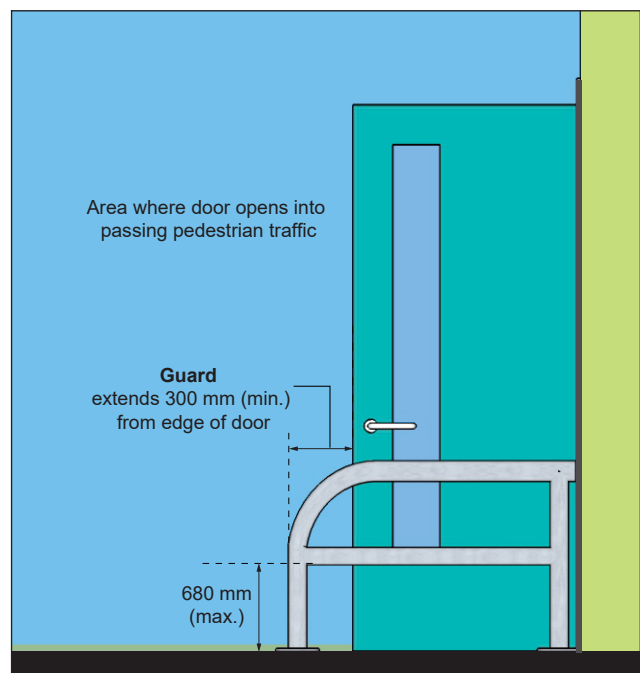


Figure 43b: Guard at Door - Elevation View

4.2.10 Approach Clearances at Doors

The floor space requirements at swinging doors are dependent on how doors are approached (e.g., side or front) and on which side an individual approaches a door (push or pull sides). Where power door operators are not provided, the required clear floor space beside the latch for approach at different types of doors are summarized in **Table 6** with corresponding diagrams referenced.

Table 6: Minimum Clearance at Doors

| Context | Floor Space Required in mm | | |
|------------------------------------------------------------|----------------------------|--------------|--------------------|
| | Depth (min.) | Width (min.) | Space Beside Latch |
| Recessed Door - Front Approach (Figure 44a and b) | | | |
| Pull side | 1525 | n/a | 450 |
| Push side | 1220 | n/a | 300 |
| Side-Hinged Door - Front Approach (Figure 44c) | | | |
| Pull side | 1525 | 1600 | 600 |
| Push side | 1370 | 1250 | 300 |
| Sliding Door (Figure 44d) | | | |
| Front approach | 1370 | 1100 | 300 |
| Side approach | 1370 | 1550 | 600 |
| Side-Hinged Door - Hinge Side Approach (Figure 44e) | | | |
| Pull side | 2440 | 2440 | 600 |
| Push side | 1370 | 1830 | 450 |
| Side-Hinged Door - Latch Side Approach (Figure 44f) | | | |
| Pull side | 1370 | 1600 | 600 |
| Push side | 1370 | 1525 | 600 |
| Folding Door | | | |
| Front approach | 1220 | n/a | n/a |
| Side approach | 1220 | n/a | n/a |
| Doorways Without Doors | | | |
| Front approach | 1220 | n/a | n/a |
| Side approach | n/a | 1065 | n/a |

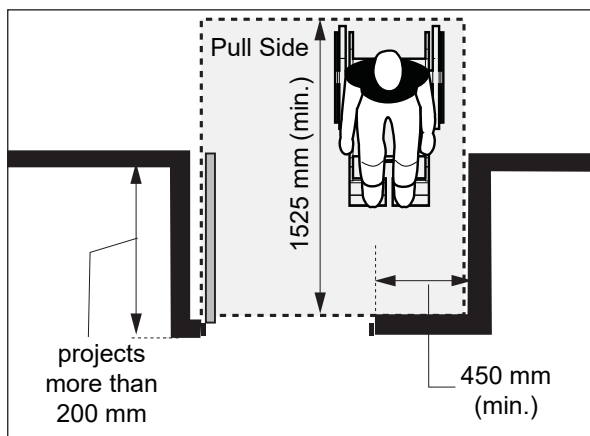


Figure 44a: Pull Side Approach at Recessed Side-Hinged Door - Plan View

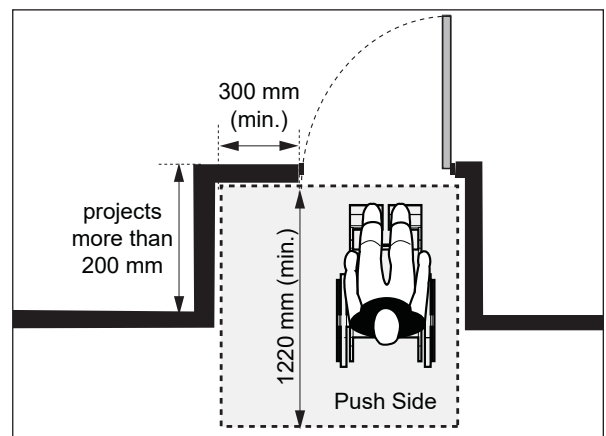


Figure 44b: Push Side Approach at Recessed Side-Hinged Door - Plan View

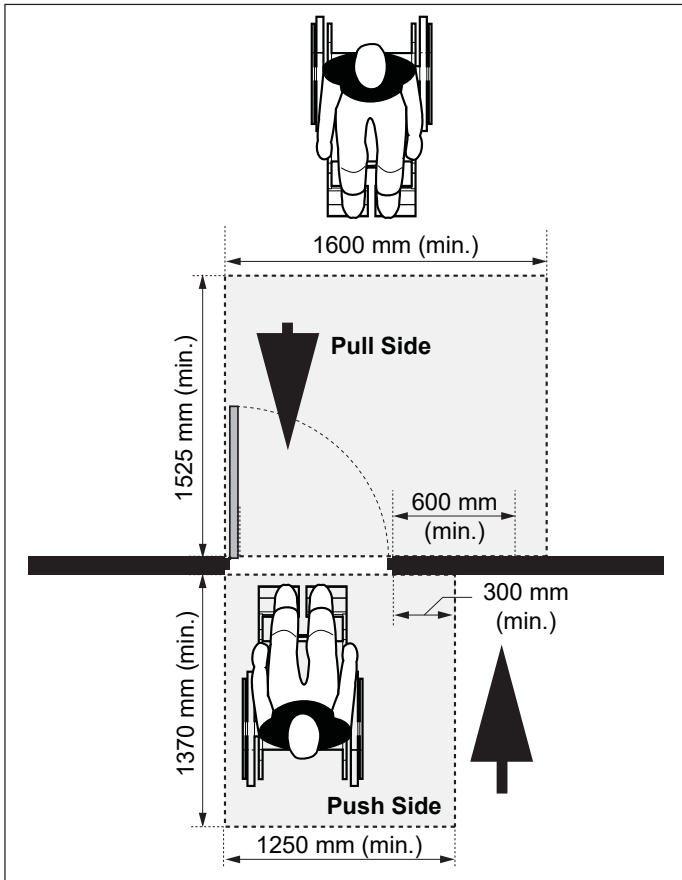


Figure 44c: Front Approach at Side-Hinged Door - Plan View

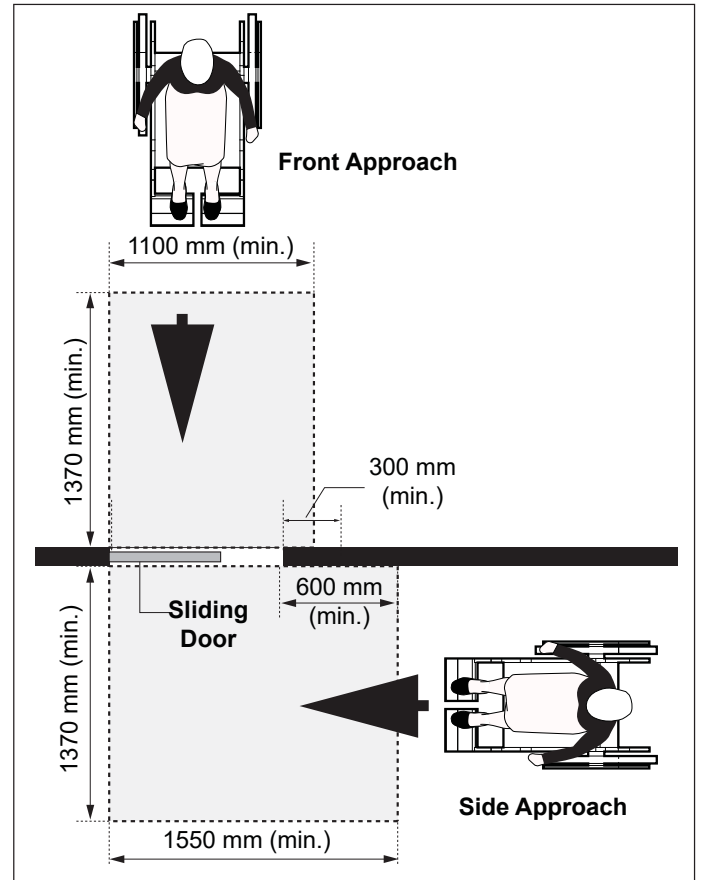


Figure 44d: Front and Side Approach at Sliding Door - Plan View

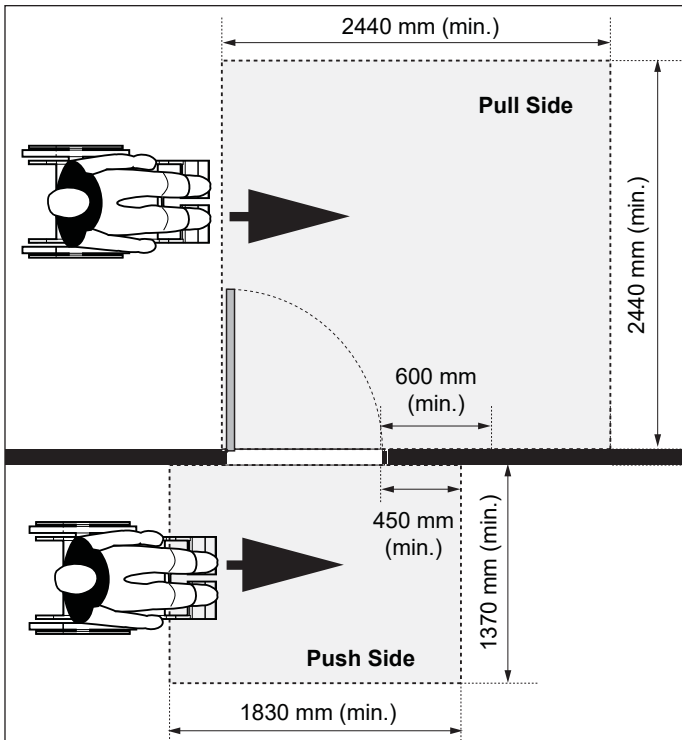


Figure 44e: Hinge Side Approach at Side-Hinged Door - Plan View

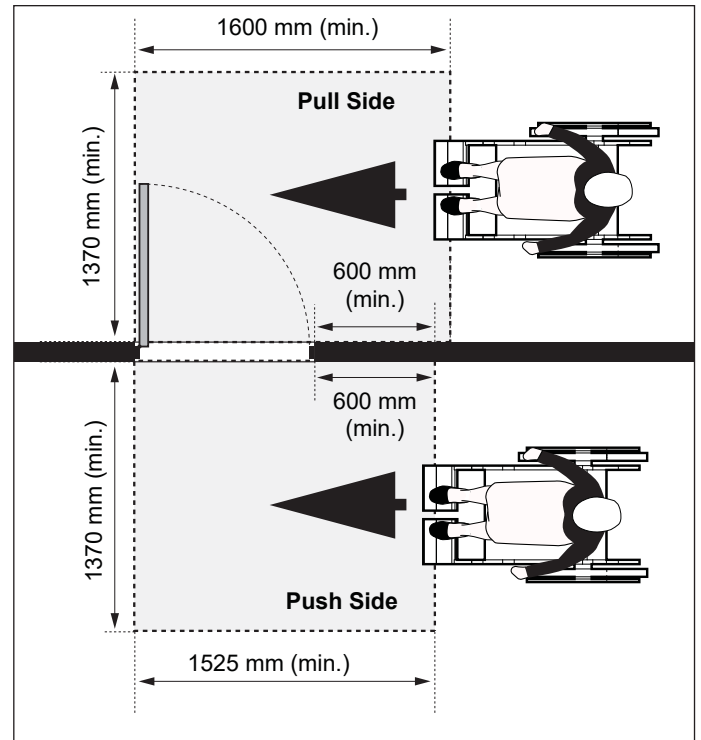


Figure 44f: Latch Side Approach at Side-Hinged Door - Plan View

Best Practice

Provide additional space for doors in series with doors operable independently (e.g., in order to avoid a “wind tunnel effect”).

Note

Users of mobility aids must be able to move forward through a vestibule without the risk of being stuck between the two doors. Ensure power door operators are provided on both sides of both doors.

4.2.11 Doors in Series

Where doors in series form a vestibule:

- provide a distance of 1500 mm (minimum) between the two doors in series plus the width of the door swinging into the space (**Figure 45**);
- where the doors into the vestibule are not aligned, ensure a clear turning diameter of 1500 mm (minimum) is provided within the vestibule clear of any door swing; and
- arrange to allow the movement of users of mobility aids.

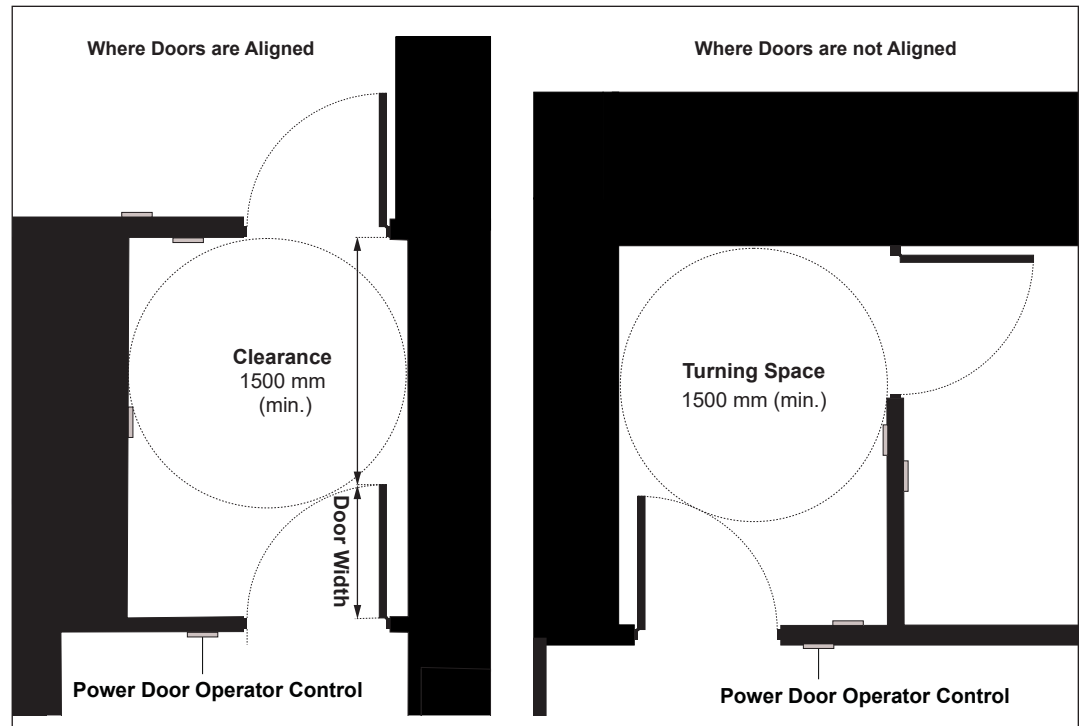


Figure 45: Doors in Series - Plan View

Best Practice

Frameless and fully glazed doors are not recommended.

Where there is extensive glazing, consider providing a strip at a lower level, between 850 to 1000 mm high above finished floor level.

4.2.12 Glazed Doors or Doors with Sidelights

- provide high colour contrast between door frame and mounting surface or wall to ensure that when door is in the open position, persons with vision loss can identify edges upon approach;
- mark the edges of fully glazed doors (e.g., tempered glass without frame) with strong colour contrast; and
- provide a continuous opaque colour contrasted strip, decal or logo on fully glazed doors (**Figure 46**):
 - 50 mm (minimum) wide; and
 - mount at eye level between 1350 mm and 1500 mm high from floor level.

Note

Special designs can be used (e.g., logo or symbol) as long as they do not reduce the opacity, width and colour contrast of the strip when compared with the background.

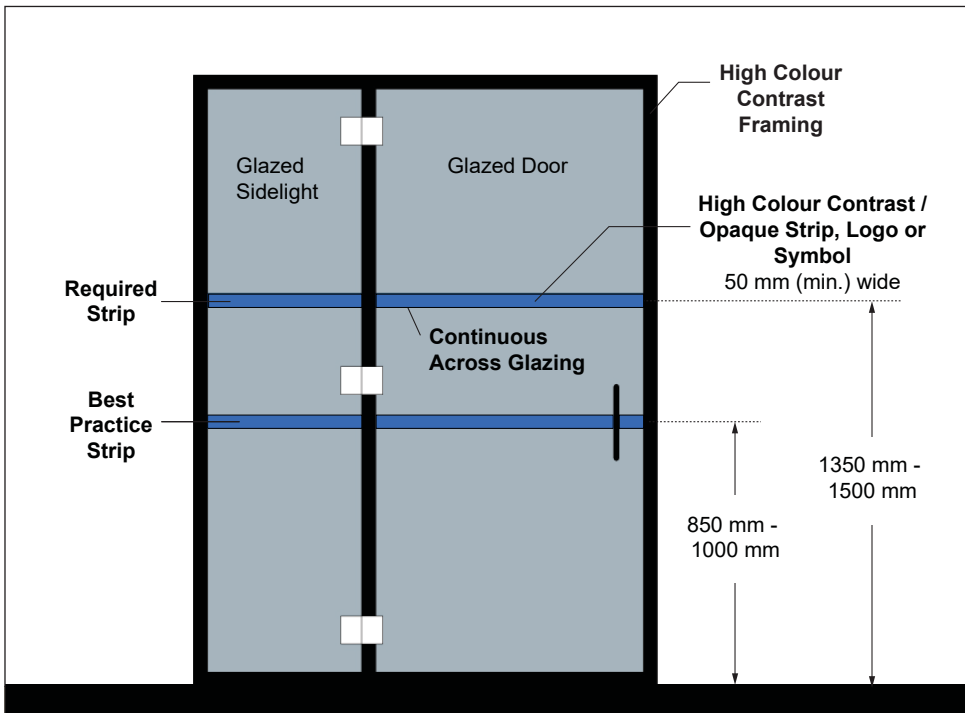


Figure 46: Glazed Doors - Elevation View

4.2.13 Vision Panels

- provide width of 75 mm (minimum); and
- mount bottom edge at a height of 900 mm (maximum) with side edge no more than 250 mm from latch side of the door (**Figure 47**).

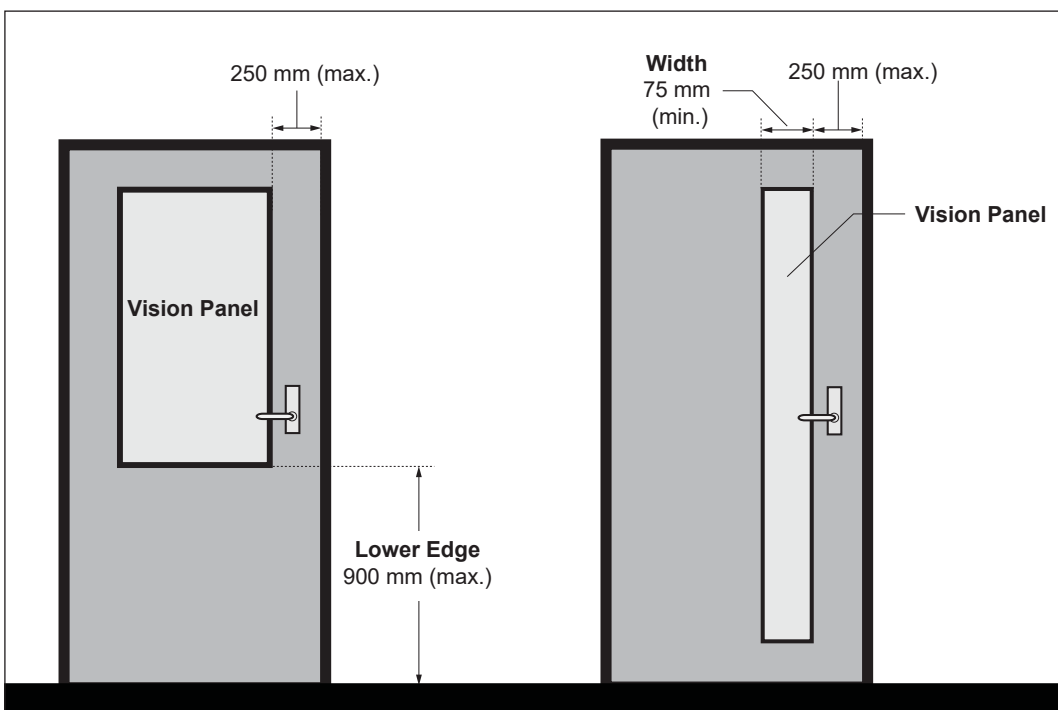
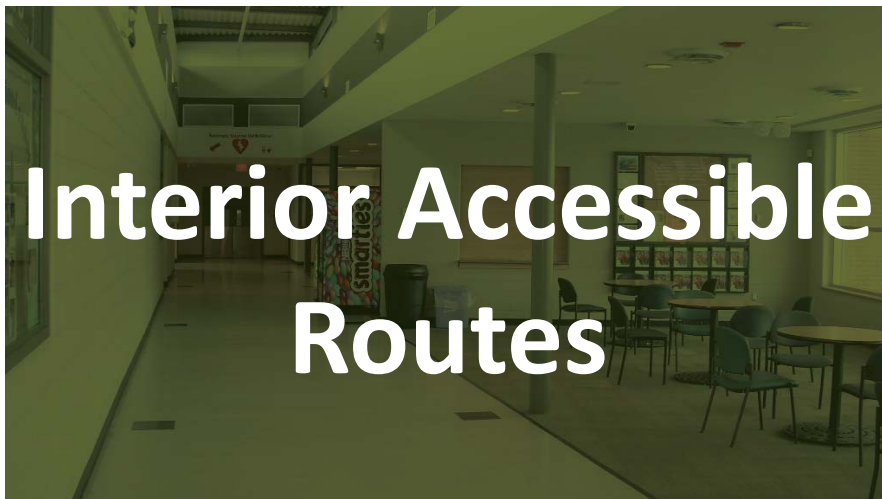


Figure 47: Vision Panels - Elevation View



4.3

Application

This section applies to accessible routes or paths of travel for pedestrians within a facility to provide access to elements, rooms or other occupiable spaces. Typical accessible routes are identified as corridors, hallways and other pedestrian circulation paths. These include connections between buildings, unless identified as exceptions.

All access to occupiable spaces to be accessible and conform to this section.

Where there is an elevation change within a path of travel, accessible routes may include ramps, sloped walkways and independently operated elevating devices as permitted (e.g., passenger elevators or lifts).

Reference

- Sec. 2.1 Ground and Floor Surfaces
- Sec. 2.2 Ramps
- Sec. 2.4 Guards and Handrails
- Sec. 2.5 Overhanging and Protruding Objects
- Sec. 2.6 Rest Areas
- Sec. 5.4 Acoustics
- Sec. 5.7 Lighting
- Sec. 5.8 Signage and Wayfinding

Exception

An accessible route or path of travel is not required in the following areas:

- Service rooms.
- Elevator machine rooms or other equipment, including service corridors to these rooms.
- Service spaces.
- Janitors' rooms.
- Crawl spaces and attics or roof spaces.
- Within portions of a floor area with fixed seats in an assembly occupancy, where these portions are not designated for users of mobility aids (e.g., spaces designated for wheelchair use, seats designated for adaptable seating, or spaces for the storage of wheelchairs and mobility assistive devices).
- Suites in residential occupancy that are in storeys other than the entrance storey and that have all entrance doors at floor levels that are not required to have an accessible path of travel.
- As required by jurisdictions having authority within a suite of residential occupancy.
- Portions of a floor area that are not at the same level as the entry level, provided amenities and uses provided on any raised or sunken level are accessible on the entry level by means of an accessible path of travel.

4.3.1 General Features

- ensure floor surfaces are stable, firm and slip-resistant;
- provide signage and wayfinding cues along interior accessible routes, including entrances and exits, to provide information and guidance for all users based on the type of facility;
- where headroom clearance along accessible routes is less than 2100 mm, provide guards to protect users from potential hazards;
- design public corridor to facilitate wayfinding by using acoustic treatments to differentiate main corridors from secondary corridors;
- ensure lighting level is 50 lux (5 foot-candles) (minimum), measured at ground level; and
- where accessible routes are more than 30 metres long, provide rest areas.

Best Practice

Consider using texture and acoustical cues to enhance wayfinding.

Install convex mirrors at hallway intersections along an accessible route where the line of sight is obstructed.



Tactile floor surface to guide users with vision loss.



Where structural column / support is within accessible route, colour contrasted floor surface at base is beneficial for all users.

4.3.2 Clear Width

- provide clear width of 1100 mm (minimum) **(Figure 48a)**;
- in high traffic areas, provide a clear width of 1500 mm (minimum);
- where clear width is less than 1600 mm along a route that exceeds 30 metres in length, provide a passing area of 1800 mm wide by 1800 mm (minimum) length at interval of no more than 30 metres; **(Figure 48b)**;
- where clear width is reduced to 915 mm (minimum width permitted), extending to a length of 610 mm (maximum), a clear floor space of 1100 mm wide by 1500 mm long (minimum) is required before and after the reduced width segment **(Figure 48c)**; and
- where an accessible route makes a 180 degree turn around an obstacle that is less than 1200 mm in width:
 - ensure clear width of 1100 mm (minimum) is provided, when approaching and leaving the turn, and 1200 mm (minimum) at the turn **(Figure 49a)**.

Exception

Minimum clear width of accessible route is not required at:

- doors / doorways;
- stairs; and
- elevating devices.

Note

Where an obstacle is greater than 1200 mm wide, cutting the corners of the obstacle will provide additional manoeuvring space **(Figure 49b)**.

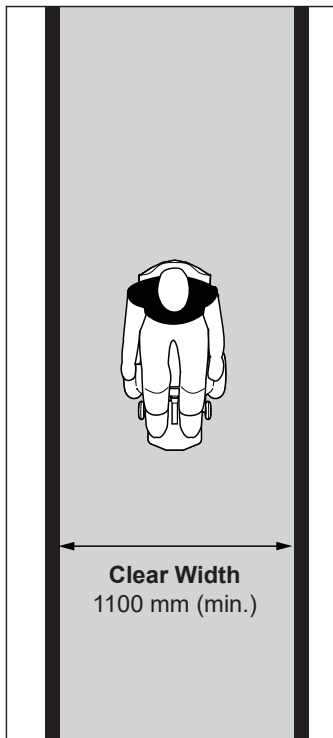


Figure 48a: Clear Width (Typical)

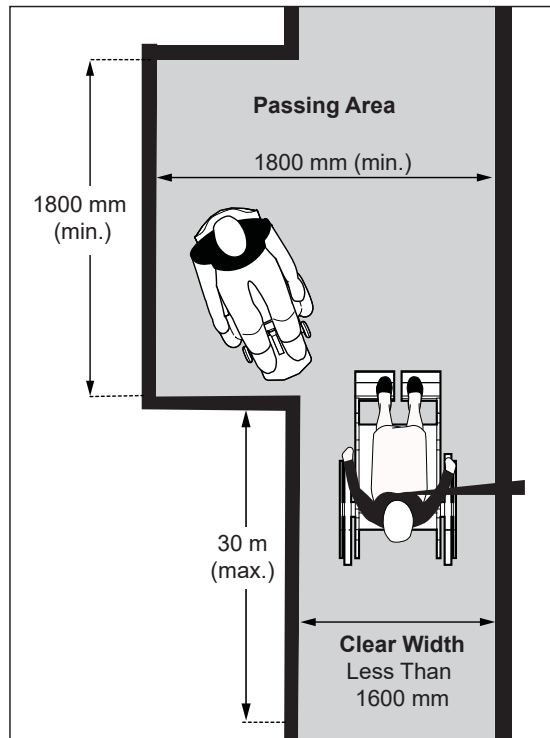


Figure 48b: Required Passing Area for Routes Greater than 30 metres if Width is less than 1600 mm

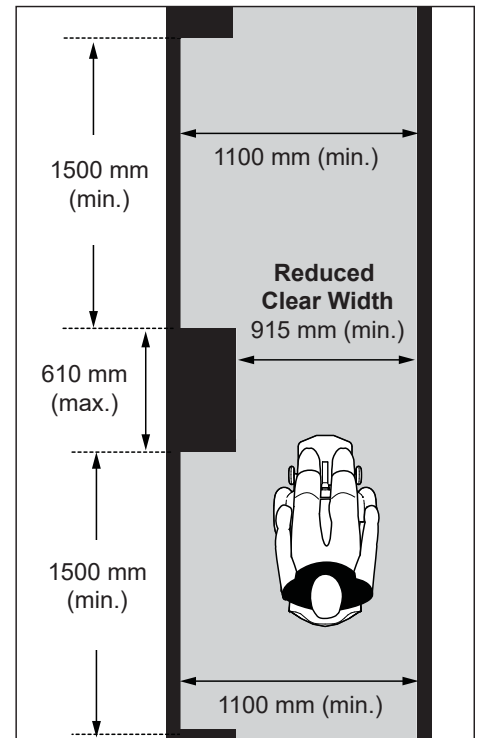


Figure 48c: Permitted Reduced Clear Width

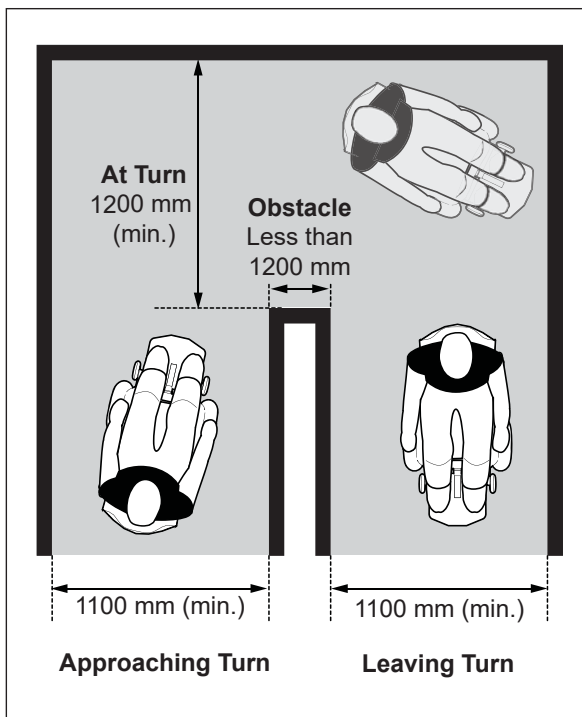


Figure 49a: 180 Degree Turn Around Obstacle less than 1200 mm

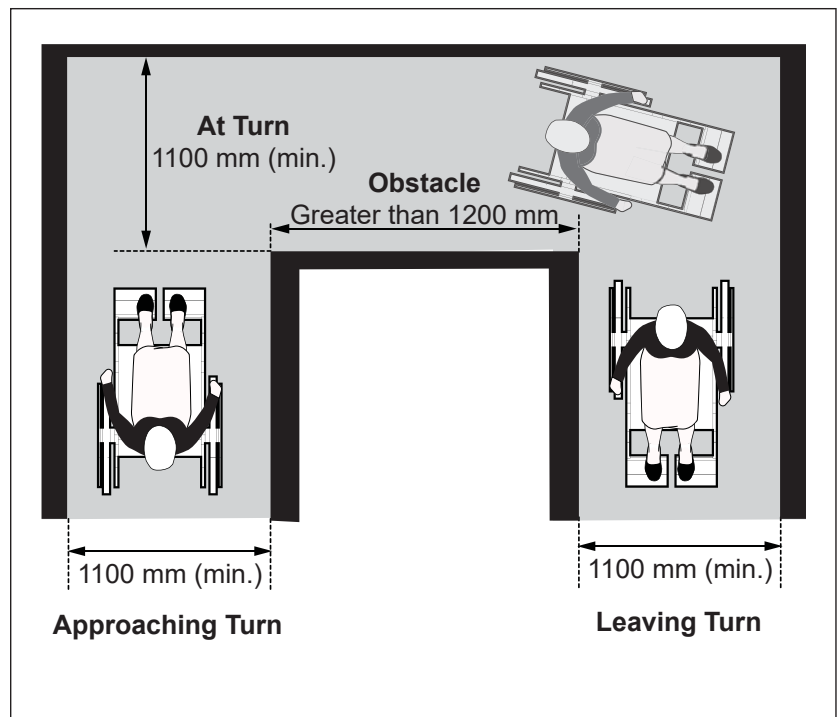


Figure 49b: 180 Degree Turn Around Obstacle greater than 1200 mm

4.3.3 Running and Cross-Slopes

4.3.3.1 Running Slope

- provide gradient of 1:20 (5%) (maximum) (**Figure 50**); and
- where gradient exceeds 1:20 (5%), ensure route is designed as a ramp.

4.3.3.2 Cross Slope

- provide a gradient of 1:50 (2%) (maximum) (**Figure 51**).

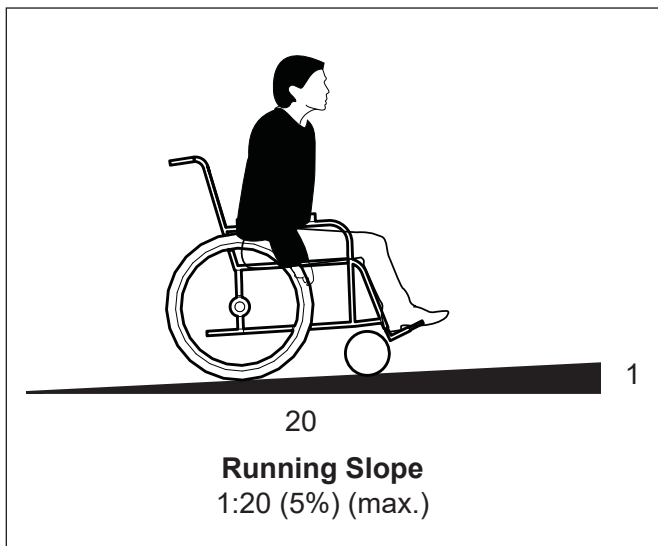


Figure 50: Running Slope

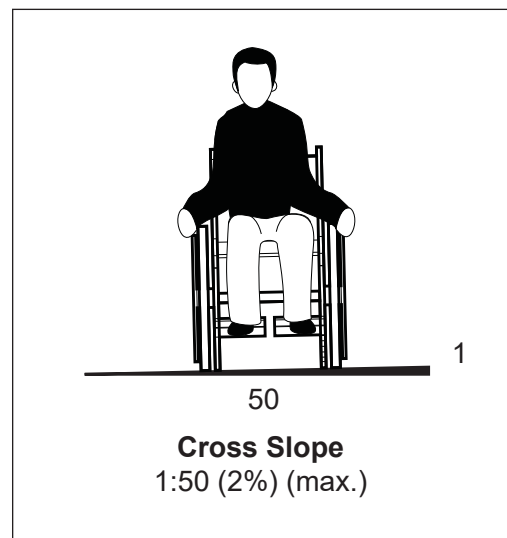


Figure 51: Cross Slope

4.3.4 Changes in Level

Where edges of an accessible route are not level with adjacent surface:

- provide colour contrasted marking on the edge where the change in level is less than 200 mm;
- where the change in level is between 200 mm and 600 mm, provide a colour contrasted curb or other barrier protection, 75 mm (minimum) high; and
- where the change in level is greater than 600 mm, provide guards.

Best Practice

Avoid level changes between an accessible route and adjacent surface, wherever possible.



Elevating Devices

4.4

Application

This section applies to elevating devices used to provide access between levels within a facility. Elevating devices include, but are not limited to:

- elevators;
- platform lifts;
- inclined lifts;
- moving walkways; and
- escalators.

All passenger elevators, lifts, moving walkways and escalators provided in multi-storey facilities must comply with the current Ontario Building Code and other applicable requirements identified in the most up-to-date versions of:

- CAN / CSA B44: Safety Code for Elevators and Escalators (Appendix E);
- CAN / CSA B355: Lifts for Persons with Physical Disabilities; and
- CAN / CSA B651: Accessible Design for the Built Environment.

Best Practice

Platform lifts are not recommended in new construction due to limited size of platforms and weight restrictions which typically does not accommodate larger mobility aids.

Limited use / limited application (LU/LA) elevators are also not recommended for new construction due to the limited size of interior platform and other operating features. For existing facilities where LU/LA elevators are being upgraded, refer to applicable CSA standards.

Note

Detailed accessibility criteria for elevating devices are not included in these Guidelines, including signage requirements. The City recommends direct referencing of other applicable and governing standards.

When retrofitting elevating devices at existing facilities, the City will review options in detail, on a case by case basis, recognizing there may be other factors to consider, including physical or structural constraints.

Exception

Freight elevators are not required to comply with this section, unless the only elevators provided are used as combination passenger and freight elevators for use by the public and employees.

4.4.1 Passenger Elevators

Key design features for passenger elevators are summarized as follows: (Note: refer to CSA standards for detailed criteria)

- a. ensure minimum elevator cab dimension and clear opening width of door are as identified in **Table 7** below:

Table 7: Minimum Dimensions for Elevator Car and Door Clear Width

All dimensions are in millimeters (mm).

| Door Location | Door Clear Width | Inside Car (Side to Side) | Inside Car (Back Wall to Front Return) | Inside Car (Back Wall to Inside Face of Door) |
|----------------------------------------------------------------------------|------------------|---------------------------|----------------------------------------|------------------------------------------------|
| Centred | 1065 | 2030 | 1295 | 1370 |
| Side (Off-Centre) | 915* | 1725 | 1295 | 1370 |
| Any | 915* | 1370 | 2030 | 2030 |
| Any | 915* | 1525 | 1525 | 1525 |
| Minimum Dimension of LU / LA (limited use / limited application) elevators | | | | |
| Any | 815 | 1065 | 1370 | Not Specified |

*Note: * A tolerance of minus 16 mm shall be permitted.*

Source: Information in this Table was adapted from Annex E of CSA-B651-12, “Elevator Requirements for Persons with Physical Disabilities”. As identified in this document, information is based on Table 407.2.8 in ICC /ANSI A117.1 (metric values only).

- b. Provide hall call buttons, with visual indicators to identify when car call has been registered and answered, mounted between 890 to 1200 mm from floor, measured to centreline of button;
- c. Ensure clear floor space in front of hall call buttons of 760 mm wide by 1220 mm depth (minimum);
- d. Visual and audible signals at each hoistway entrance to indicate which car is answering a call and its direction of travel. Audible signals to sound once for the “up” direction and twice for the “down” direction, or alternatively, provide verbal annunciators;
- e. Entrance doors with door re-opening device that senses objects or person in path of travel of closing door (e.g., automatic sensors). Provide a tactile (e.g., both raised and braille, colour contrasted surface) elevator car identification sign, with characters 50 mm high, immediately below the hoistway entrance floor designation;
- f. Interior car operating controls to be mounted 1220 mm high (maximum, to centerline of control preferred), or 1370 mm high is permitted, for cars with more than 16 openings, where parallel approach to controls is also provided for users of mobility aids;
- g. Provide continuous handrails, mounted with top gripping surfaces at 800 to 920 mm high above floor and with a clearance of 35 to 45 mm between handrails and wall, on all non-access walls;

Note

Platform lifts are only allowed where alternatives are not considered feasible (e.g., primarily retrofit scenarios). Lifts that require key access and / or an attendant to operate are not recommended.

- h. Audible and visual car floor location indicators. Audible signal to be a verbal announcement that identifies floor at which car has stopped; and
- i. Emergency two-way communication system (e.g., a hands-free speaker phone is preferred), with operating controls mounted at 1220 mm high (maximum) from floor, with accessible features (e.g., push button operation) and visual indicator identifying when the system has been activated and the emergency call has been received (e.g., to identify “help is on the way” for users with hearing loss).



Tactile elevator car identification sign.



Elevator sensor door and floor registration buttons.

Washrooms

4.5

Application

This section applies to washroom facilities and elements within a site and facility including, but not limited to:

- multiple-occupancy washrooms;
- universal washrooms; and
- change rooms with washroom features.

Refer to **Table 8** and **Table 9** in subsection 4.5.1 Provision and Locations for minimum number of Universal Washrooms and Accessible Water Closet Stalls or Enclosures to be provided in a building in which washrooms are required as per subsection 3.7.4 of the Ontario Building Code.

Reference

- Sec. 2.1 Ground and Floor Surfaces
- Sec. 2.5 Overhanging and Protruding Objects
- Sec. 4.2 Doors and Doorways
- Sec. 4.3 Interior Accessible Routes
- Sec. 5.1 Controls and Operating Mechanisms
- Sec. 5.6 Fire and Life Safety Systems
- Sec. 5.7 Lighting
- Sec. 5.8 Signage and Wayfinding

Best Practice

Universal washrooms allow the greatest flexibility, including larger floor space for people who require assistance and may be accompanied by a caregiver or companion, as well as to accommodate larger mobility aids such as power wheelchairs and scooters.

Note

If retrofitting multiple occupancy washrooms with accessible water closet stalls or enclosures is not possible, identifying additional space for providing a universal washroom is recommended.

Best Practice

Provide at least one universal washroom on every occupied floor of a facility.

Note

Where one water closet is required for males and one water closet is required for females, the following may be provided:

(1) one universal washroom; and

(2) one washroom containing one water closet to be used by both sexes provided the door to the room can be locked from the inside.

Best Practice

Wherever possible, consider the use of privacy walls or specialized configuration of entrance vestibules to avoid the need for doors and power door operators. Entrances without doors are easier for anyone to use. Where entrances are door-less, provide identification signage on both sides of the entrance openings.

4.5.1 Provision and Location

- provide universal washrooms in accordance to **Table 8**;
- provide minimum number of accessible water closet stalls, as identified in **Table 9**;
- locate centrally within a facility, along an accessible route, within 45 metres (maximum) of regular washrooms; and
- where washrooms are not accessible, provide directional signage to indicate location of nearest accessible washroom on the same floor.

Table 8: Minimum Number of Universal Washrooms per Building

| Number of Storeys in Building | Minimum number of Universal Washrooms per Building |
|-------------------------------|-----------------------------------------------------------------------------|
| 1-3 | 1 |
| 4 - 6 | 2 |
| Over 6 | 3, plus 1 for each additional increment of 3 storeys in excess of 6 storeys |

Table 9: Minimum Number of Water Closet Stalls Required to be Accessible

| Number of Water Closets per Washroom | Minimum Number of Accessible Water Closet Stalls or Enclosures per Washroom |
|--------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1-3 | 0, where a universal washroom is provided on the same floor level within 45 m of the washroom, or 1, where a universal washroom is not provided on the same floor level within 45 m of the washroom |
| 4 - 9 | 1 |
| 10 - 16 | 2 |
| 17 - 20 | 3 |
| 21 -30 | 4 |
| Over 30 | 5, plus 1 for each additional increment of 10 water closets per washroom in excess of 30 water closets per washroom |

4.5.2 Multiple Occupancy Washrooms

For multiple occupancy washrooms with accessible water closet stalls or enclosures:

- identify clearly with signage, indicating male or female where applicable, with other accessibility features (e.g., braille, tactile, International Symbol of Accessibility);
- where doors are provided at washroom entrance, provide a clear width of 860 mm (minimum), when the door is in the open position and equip with power door operators;
- ensure lighting is evenly distributed and lighting level is 200 lux (20 foot-candles) (minimum);

- ensure minimum clearance of 1700 mm between the inside face of an in-swinging entrance door and the outside face of an adjacent water closet stall (**Figure 52b**);
- ensure minimum clearance of 1400 mm between outside wall of stall and any wall-mounted fixtures or other obstructions (**Figure 52a**);
- provide a clear floor space of 1500 mm by 1500 mm (minimum) in front of the accessible water closet stall;
- ensure a clear turning diameter of 1700 mm (minimum) is provided inside washroom circulation area, 500 mm (maximum) of which may be under the lavatory to allow users of mobility aids to make a 180° turn;
- ensure floor surfaces are slip-resistant, with a maximum slope of 1:50 (2%);
- provide accessible lavatories with washroom amenities, as identified in this section;
- provide accessible water closet stalls with suitable clear floor space, as identified in this section;
- install audible and visual fire alarm system; and
- install any drains out of the path of travel.

Note

In a storey that is not required to have an accessible path of travel, ensure at least one ambulatory water closet is provided.

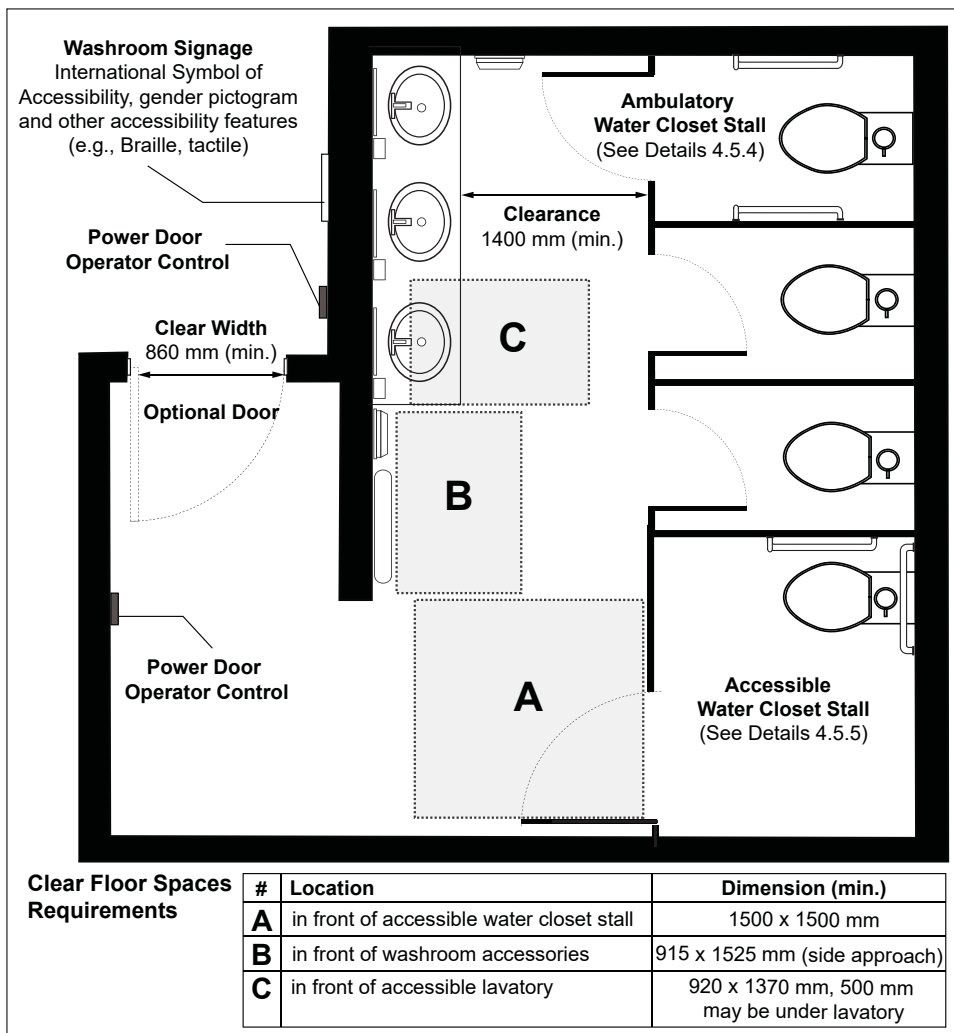


Figure 52a: Example of Multiple Occupancy Washroom Layout - Floor Clearances

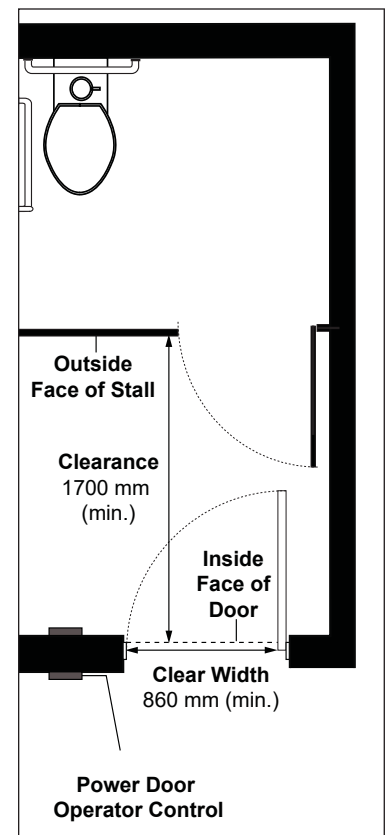


Figure 52b: Clearance between inside face of in-swinging entrance door and outside face of adjacent water closet stall

Best Practice

Provide both a hand dryer and a paper towel dispenser, where space is available.

Provide a fold-down grab bar mounted on the transfer side of the water closet for additional support.

4.5.3 Universal Washrooms

Where universal washrooms are provided:

- a. locate in the same vicinity as other washrooms (e.g., Men's & Women's multiple occupancy washrooms) along the shortest accessible route;
- b. identify clearly with signage, including unisex pictogram (e.g., Male and Female) and the International Symbol of Accessibility;
- c. provide accessible entrance door:
 - i. with clear width of 860 mm (minimum) when the door is in an open position;
 - ii. equip with power door operator, coordinated with an automatic locking / unlocking system (e.g., "push to lock / unlock" controls) and related signage (i.e., indicating the door locking/unlocking procedures, installed next to the locking/unlocking controls), with visual indicator on exterior side that identifies washroom as occupied or unoccupied, as well as a visual indicator on interior side that identifies door as "locked";
 - iii. provide locking mechanism that can be locked from the inside and released from the outside, in case of emergency;
 - iv. mount graspable operating and locking mechanisms 900 to 1000 mm above floor, that are operable using a closed fist and with a force of not more than 22.2N; and
- d. ensure floor surface is firm, stable and slip-resistant;
- e. ensure internal dimension between walls is no less than 1700 mm;
- f. provide a clear turning diameter of 1700 mm (minimum) (**Figure 53**);
- g. provide one accessible lavatory with other washroom amenities including but not limited to mirror, soap dispenser, paper towel dispenser, automatic hand dryer (preferred), coat hook, and toilet paper dispenser as identified in this section;
- h. provide one accessible water closet with suitable rear and side grab bars (e.g., horizontal, L-shaped and fold-down grab bars) as identified in this section;
- i. provide motion sensor for automatic illumination of interior;
- j. provide lighting in accordance with Section 5.7 Lighting requirements, as applicable;
- k. install audible and visual fire alarm systems;
- l. provide a clear floor space 810 mm wide by 1830 mm long in each universal washroom for an adult-size change table (**Figure 53**);
- m. where the clear floor space provided for an adult-size change table is adjacent to a wall, ensure reinforcement is installed in the wall to permit the future installation of the change table;

- n. where an adult-size change table is installed, ensure a clear floor space of 760 mm wide by 1500 mm long, parallel to the long side of the adult-size change table;
- o. where installed, ensure baby changing stations and / or adult-size change tables adhere to the requirements identified in sub-section 4.5.9.2;
- p. provide shelf as identified in sub-section 4.5.8.1;
- q. ensure drains are installed out of the path of travel; and
- r. provide an emergency call system with the following features:
 - i. consists of visual and audible signal devices both inside and outside of the washroom that are activated by a push control device inside the washroom;
 - ii. includes a sign that contains the words “IN THE EVENT OF AN EMERGENCY PUSH EMERGENCY BUTTON AND AUDIBLE AND VISUAL SIGNAL WILL ACTIVATE” in letters at least 25 mm high with a 5 mm stroke and that is posted above the emergency button; and
 - iii. ensure emergency alarms and call systems are linked to a centrally monitored switchboard for facilities that have the capacity.

Note

Emergency call systems with a cancellation feature to turn off the alarm when it is accidentally activated is preferred.

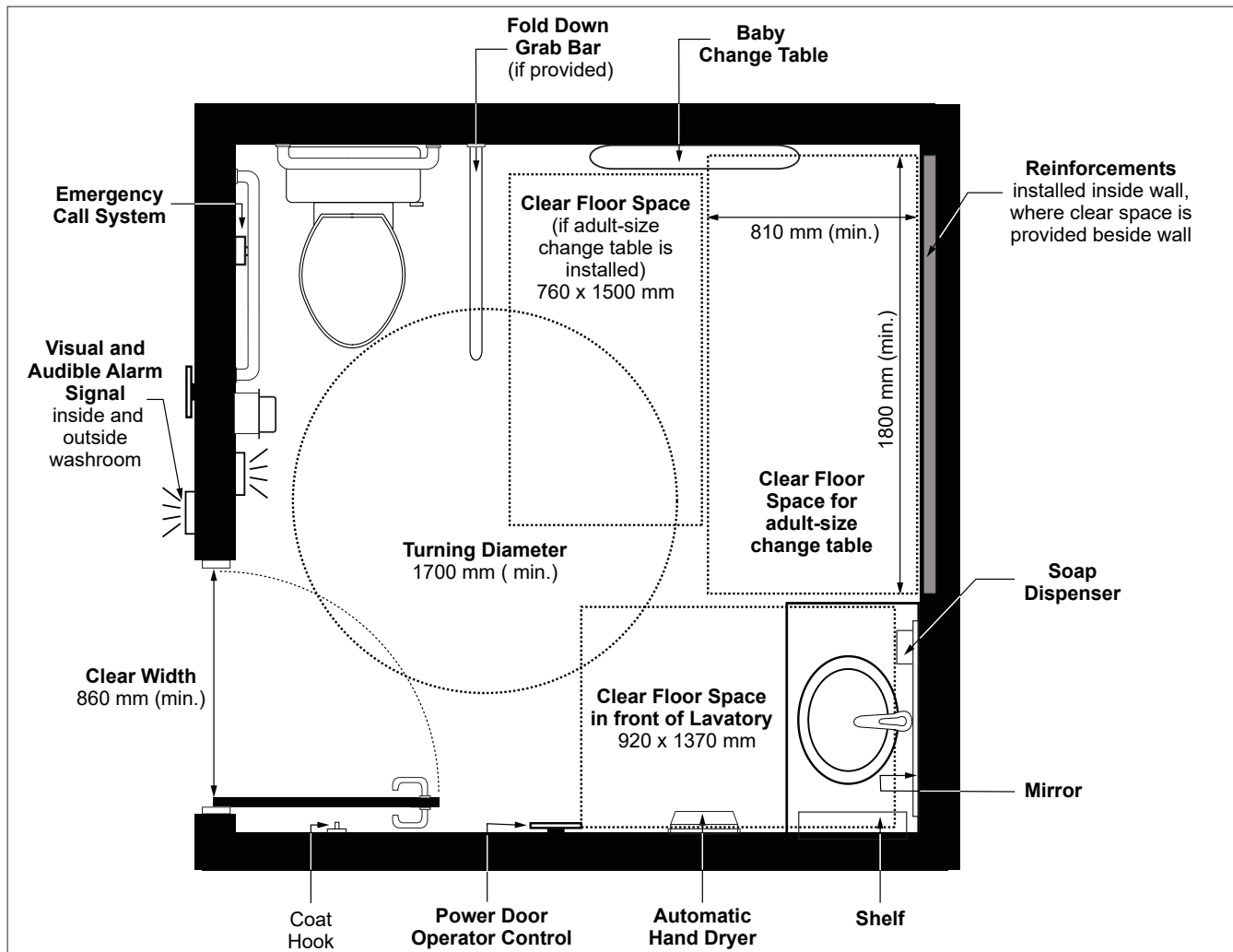


Figure 53: Universal Washroom

Note

Ambulatory water closet stalls can be identified with a sign that includes a pictogram or symbol of a person with a cane.

4.5.4 Ambulatory Water Closet Stalls

Where ambulatory water closet stalls or enclosures are provided for users with limited mobility who do not use wheeled mobility aids (e.g., canes or crutches):

- a. ensure minimum depth of 1500 mm, with 890 to 940 mm width (**Figure 54**);
- b. provide a stall door:
 - i. that swing outward, unless the minimum dimensions of the stall identified above are not located within the door swing;
 - ii. with spring-type or gravity hinges so that the door closes automatically;
 - iii. capable of being latched from the inside and released from the outside in case of an emergency;
 - iv. with a door pull on both sides of the door, near the latch side of the door, located at a height not less than 900 mm and not more than 1000 mm above the finished floor;
- c. equip with a water closet located so that its centre line is centred between the partition walls (**Figure 54**);
- d. install L-shaped grab bars, as identified in this section, on each side of the water closet;
- e. provide a sign on the door that indicates that the stall is suitable for users who may require grab bar assistance; and
- f. install a coat hook as identified in this section.

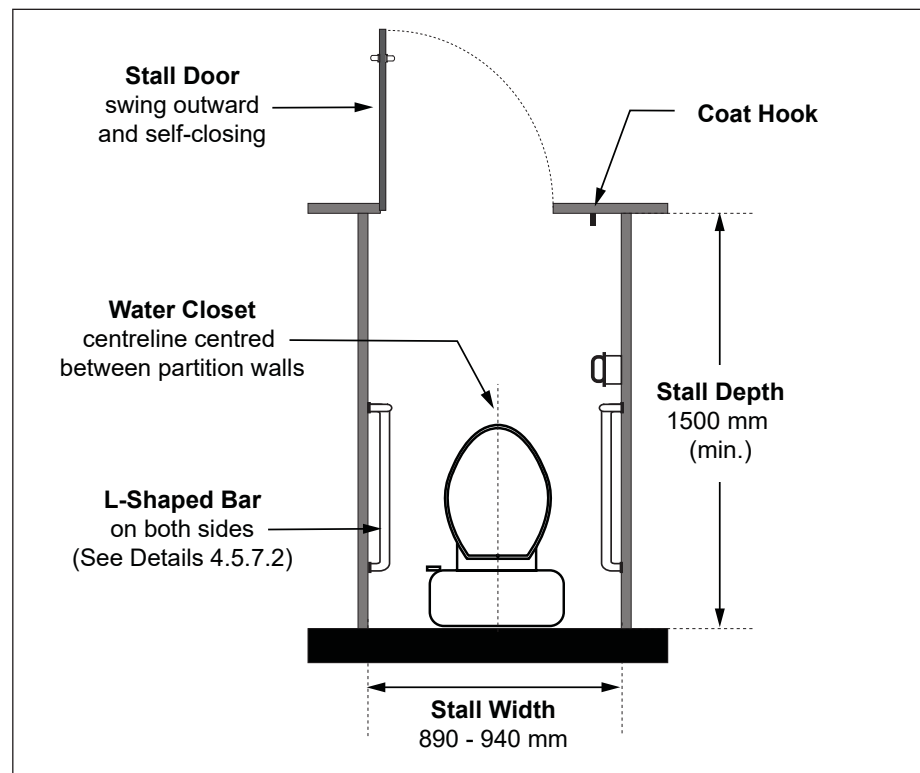


Figure 54: Ambulatory Water Closet Stall or Enclosures

4.5.5 Accessible Water Closet Stalls

Where accessible water closet stalls are provided in multiple occupancy washrooms:

- mark with International Symbol of Accessibility and ensure doors and partitions have a high colour / tonal contrast from surroundings;
- provide a clear turning space of 1500 mm diameter (minimum) (**Figure 55a**); and
- install at least one coat hook mounted at 1200 mm (maximum) high from floor, on a side wall and projecting 50 mm (maximum) from mounting surface (**Figure 55a and b**).

4.5.5.1 Stall Doors

- provide clear width of 860 mm (minimum) (**Figure 55a**);
- ensure the door is aligned with water closet transfer space (e.g., door is positioned on opposite side of water closet);
- ensure door swings outward, unless a clear floor area of 820 mm wide by 1440 mm long (minimum) is provided within the stall or enclosure to permit the door to be closed inside without interfering with the mobility device;
- ensure door is self-closing with spring-type or gravity hinges, so that when at rest, the door will be ajar not more than 50 mm beyond the jamb;
- provide accessible locking mechanisms, with stall capable of being locked from the inside by a control that is operable with a closed fist;
- ensure door can be released from the outside in case of emergency; and
- provide D-pull door hardware on inside and outside of the door (**Figure 55a**):
 - colour contrasted with mounting surface;
 - with a length of 140 mm (minimum);
 - mounted horizontally 800 to 1000 mm high from the floor, on the outside, with its centreline located between 120 to 220 mm from the latch edge of the door; and
 - mounted horizontally 800 to 1000 mm high from the floor, on the inside of an out-swinging door, with its centreline located between 200 to 300 mm from the hinge edge.

Best Practice

Automatic flush controls are recommended for accessible water closets (e.g., sensor activated).

Space of 50 mm is recommended between grab bar and toilet paper dispenser.

Where large toilet paper dispensers are used, ensure they are suitably mounted and do not obstruct the use of the adjacent grab bar.

Note

The clear transfer space is measured from side surface of water closet to stall partition / wall, or side of adjacent vanity, if applicable, in universal washrooms.

4.5.6 Water Closets

- mount seat between 430 mm and 485 mm high from floor;
- install water closet so that:
 - the centerline of water closet from any adjacent side wall is between 460 mm and 480 mm and an unobstructed transfer space of 900 mm wide by 1500 mm deep (minimum) is provided on the other side of the water closet (**Figures 55a and b**); or

- ii. a clear transfer space of at least 900 mm wide and 1500 mm deep is provided on each side of the water closet;
- c. provide a back support where there is no seat cover / lid or tank, and where there is a tank, ensure tank lid is securely attached.;
- d. ensure seat is secured;
- e. provide internal extension guards that will not allow the seat to slide;
- f. provide automatic, lever or other type of flushing control (e.g., push button control) that is:
 - i. located between 500 mm and 900 mm above the finished floor;
 - ii. located on and operable from the transfer side;
 - iii. operable using a closed fist and with a force of not more than 22.2 N (**Figure 55b**); and
- g. mount toilet paper dispenser:
 - i. on the side wall closest to the water closet, below the grab bar;
 - ii. with bottom edge at 600 to 800 mm high from floor; and
 - iii. with the closest edge of the dispenser in line with or not more than 300 mm from the front edge of the water closet seat. (**Figure 55b**).

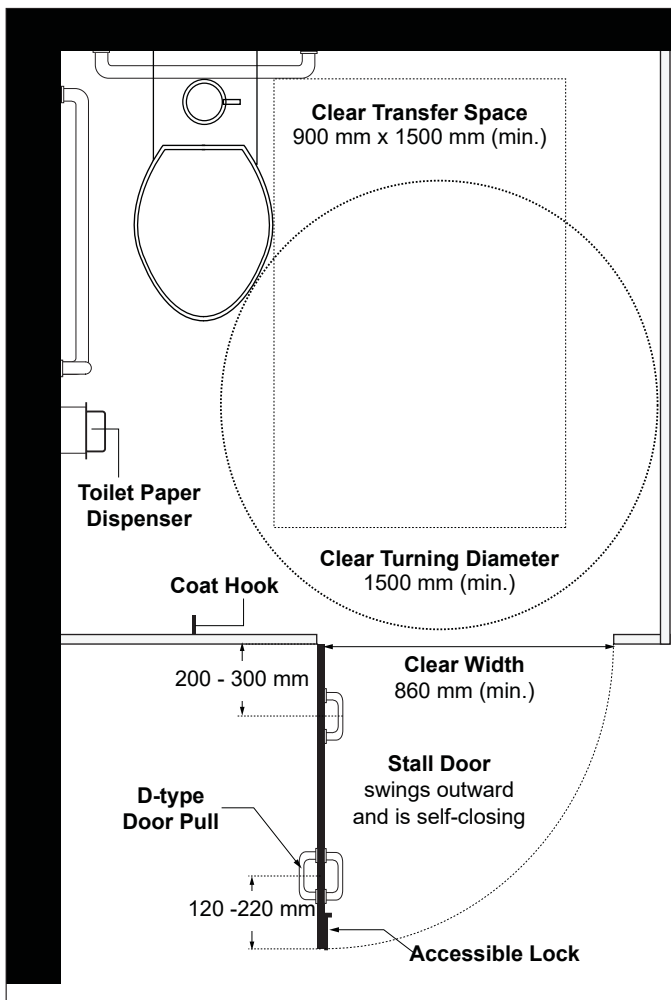


Figure 55a: Water Closet Stall - Space Requirements

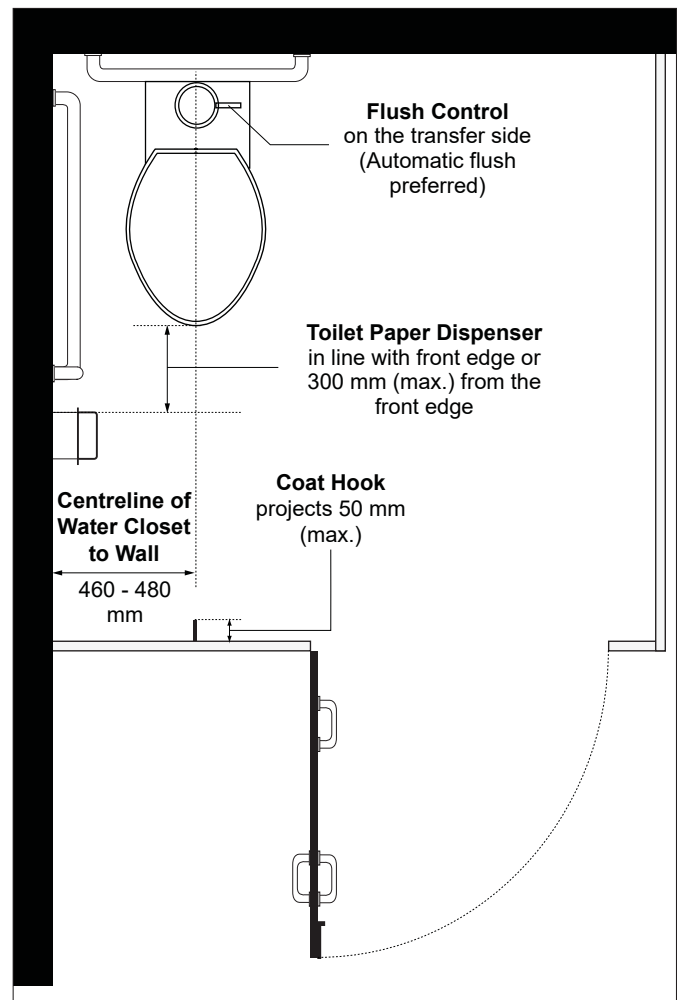


Figure 55b: Water Closet Stall Features

4.5.7 Grab Bars

Where grab bars are provided:

- ensure surface is non-abrasive and slip-resistant;
- provide grasping surface that is circular in shape, with diameter between 30 mm and 40 mm;
- ensure clear space of 38 mm (minimum) and 50 mm (maximum) between mounting surface and the inside surface of the grab bar, as well as between ends of grab bar and any adjacent wall;
- ensure colour contrasted finish between grab bar and mounting surfaces;
- mount securely to withstand a force of 1.3 Kilonewtons applied in all directions; and
- ensure grab bar does not rotate within its fittings.

4.5.7.1 Horizontal Grab Bars

- ensure length of 600 mm (minimum) (**Figure 56**);
- mount between 840 mm and 920 mm high from floor level, centered behind water closet; and
- where water closet has a water tank, mount grab bar 150 mm above the tank (**Figure 56**).

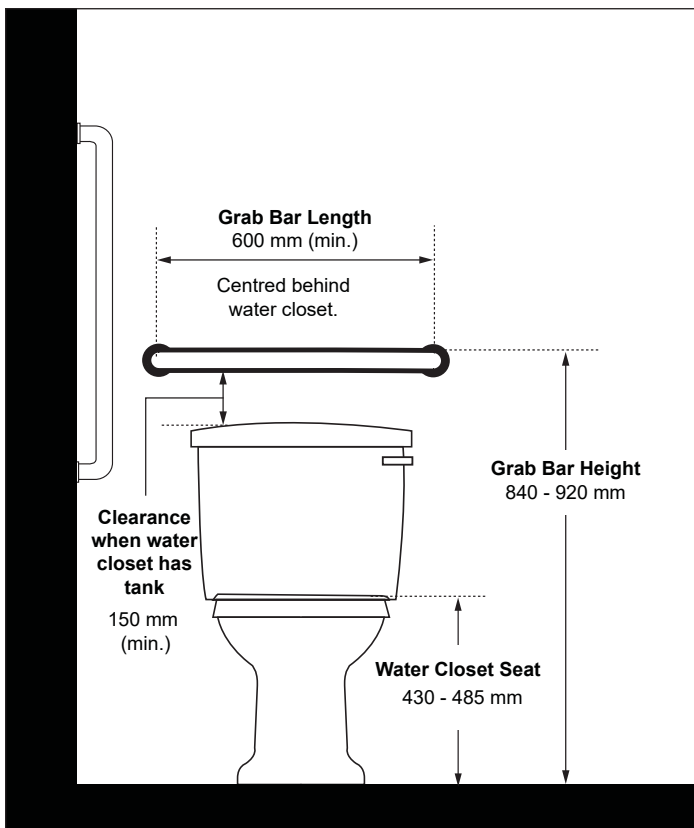


Figure 56: Horizontal Grab Bar Requirements

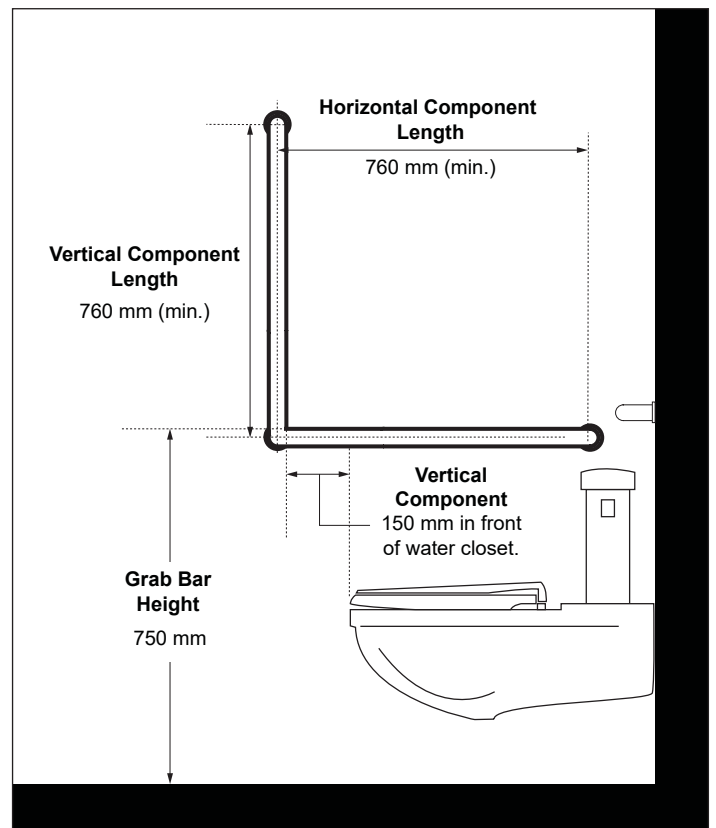


Figure 57: L-shaped Grab Bar Requirements

Note

Fold down grab bar is permitted to encroach into the turning space or a clear transfer space.

4.5.7.2 L-Shaped Grab Bars

- ensure length of 760 mm (minimum) for both vertical and horizontal components (**Figure 57**);
- mount vertical component 150 mm (maximum) from the front of water closet; and
- mount horizontal component 750 mm high above floor.

4.5.7.3 Fold Down Grab Bars

Where fold down grab bars are provided:

- mount on the wall behind the water closet;
- locate on transfer space side(s) (e.g, both sides where a clear transfer space is provided on each side of the water closet);
- ensure length of 760 mm (minimum);
- mount with centerline between 390 mm and 410 mm from centerline of water closet (**Figure 58a**);
- mount with the horizontal component at 750 mm high from floor level (**Figure 58b**); and
- ensure force required to pull down grab bar is no more than 22 Newtons.

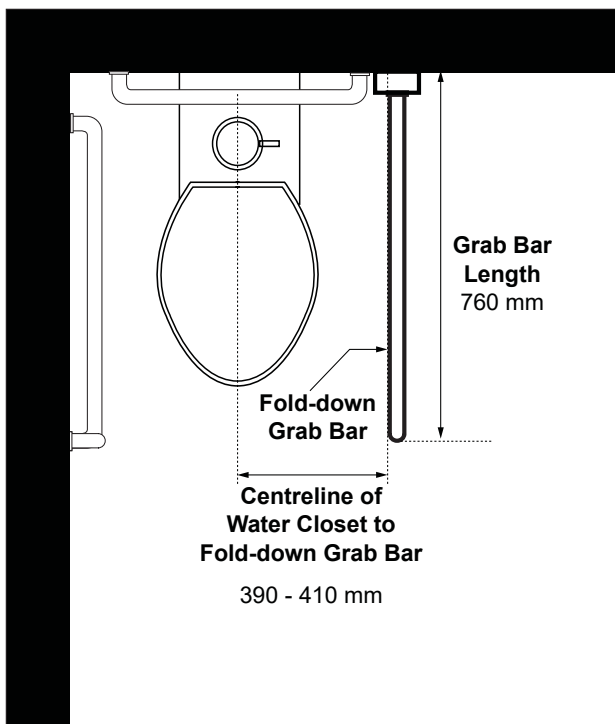


Figure 58a: Fold Down Grab Bar Requirements - Plan View

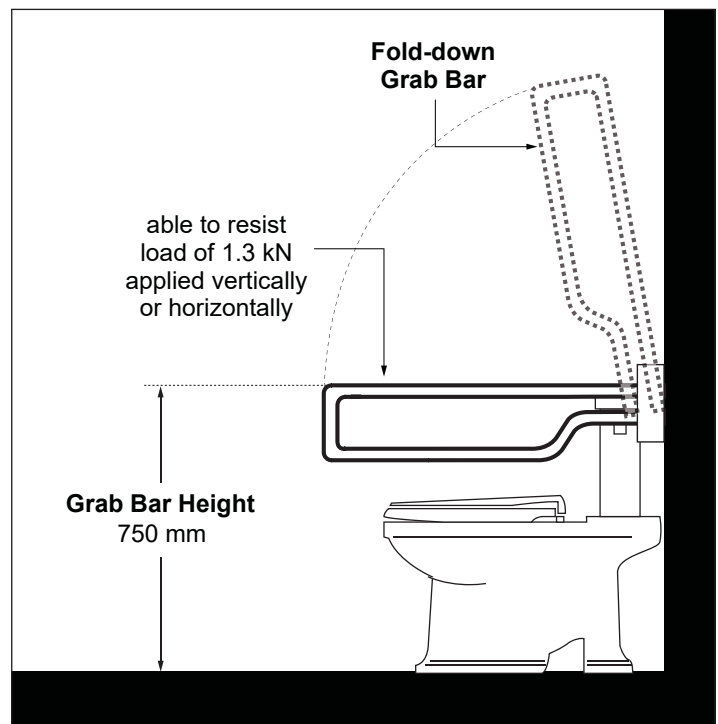


Figure 58b: Fold Down Grab Bar Requirements - Elevation View

4.5.8 Lavatories

Provision of at least one accessible lavatory is required in each accessible washroom facility (**Figures 59a and b**):

- a. ensure centerline of lavatory is 460 mm (minimum) from adjacent side wall;
- b. ensure top surface is continuous and colour contrasted with adjacent wall surfaces;
- c. mount top surface of lavatory 820 to 865 mm high (maximum) above floor;
- d. provide clearances underneath lavatory no less than:
 - i. 920 mm wide, centred on lavatory;
 - ii. 735 mm high at front edge;
 - iii. 685 mm high at 200 mm back from front edge; and
 - iv. 350 mm high, over the distance from a point 280 mm to a point 430 mm back from the front edge, for toe space clearance;
- e. provide automatic control or lever-type faucet without spring loading, located so that the distance from the centreline of the faucet is 485 mm (maximum) depth, measured from edge of a basin or to the front edge of a vanity;
- f. mount soap dispenser not more than 1100 mm above the finished floor, within 500 mm from the front edge of the lavatory, with an automatic control (preferred) or with a manual control, operable using a closed fist and with a force of 22.2 N or less;
- g. provide minimum clear floor space of 920 mm wide by 1370 mm deep (minimum), of which 500 mm depth is allowed under the lavatory;
- h. provide an automatic hand dryer (preferred) or manually operated towel dispenser, located not more than 610 mm, measured horizontally, from the edge of the lavatory;
- i. ensure water pipes are covered or insulated below lavatories; and
- j. ensure water temperature is controlled to a maximum of 43°C.

Best Practice

Automatic faucet control is preferred or single lever faucet handles, 75 mm long (minimum).

4.5.8.1 Shelves

- a. mount 1100 mm (maximum) high above floor;
- b. ensure shelves do not project more than 100 mm from mounting surface along an accessible path of travel (**Figure 59b**); and
- c. where provided at lavatory, mount 200 mm (maximum) above top surface of lavatory.

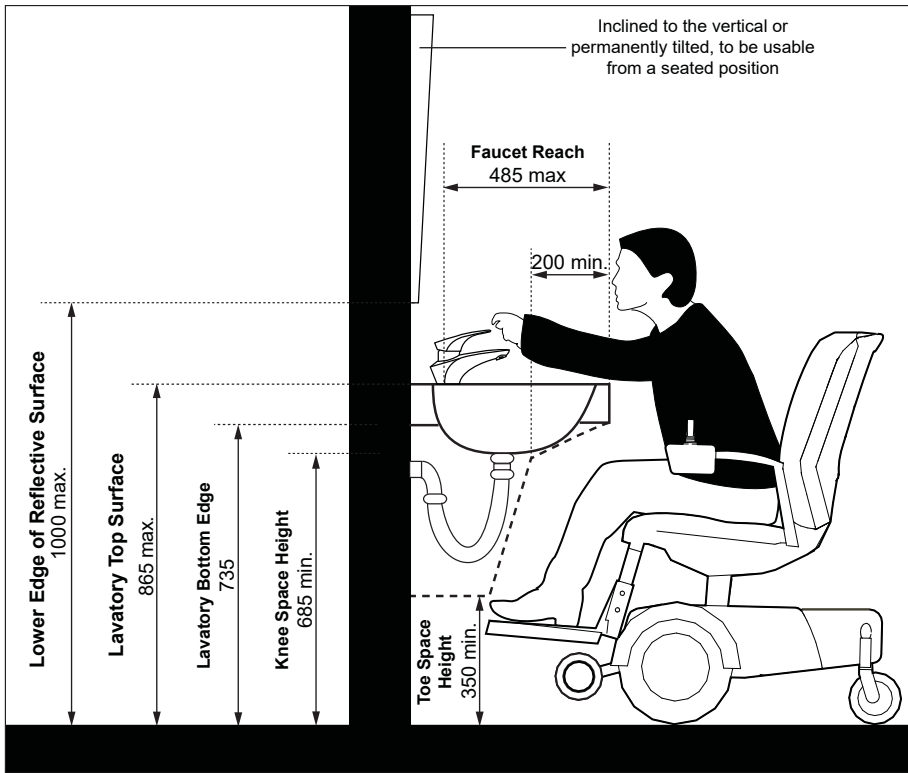


Figure 59a: Lavatories - Section View

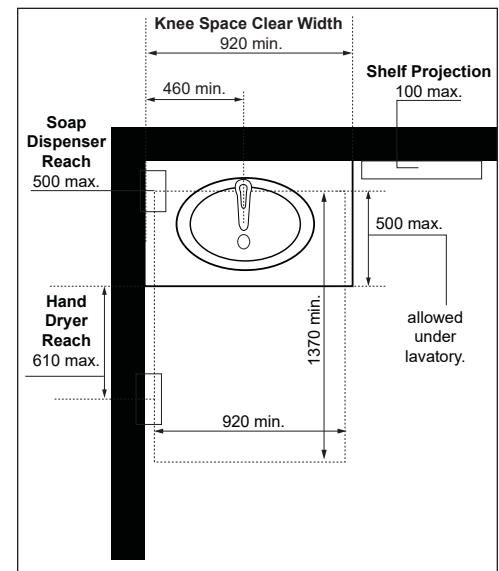


Figure 59b: Lavatories - Plan View

Best Practice

Automatic controls are preferred as they are easy to use by a wider range of users.

A single full length mirror can accommodate a greater number of people, including children. In order for mirrors to be usable by people who are ambulatory and people who use wheeled mobility devices, ensure the top edge of mirrors is 1880 mm (minimum) from the floor or ground.

Where tilted mirrors are provided, ensure they are permanently tilted for use at all times from a seated position, by children or users of shorter stature.

4.5.9 Washroom Amenities

Washroom amenities include, but are not limited to, hand dryers, paper towel dispensers, soap dispensers, waste bins, mirrors and changing stations and tables. Where provided (**Figure 60**):

- ensure wall mounted amenities do not project more than 100 mm from wall along an accessible path of travel;
- provide colour contrasted finishes between amenities and mounting surfaces;
- ensure any operating controls or the dispensing height of amenities are mounted between 900 mm and 1100 mm high above floor, are automatic / push button type or are operable with a closed fist / one hand, without requiring tight grasping, pinching or twisting of the wrist and less than 22 Newtons (5 pounds) of force;
- provide minimum clear floor space of :
 - 915 mm wide by 1370 mm deep to allow front approach; and
 - 1525 mm wide by 915 mm deep to allow side approach.

4.5.9.1 Mirrors

- mount above lavatory with the bottom edge 1000 mm (maximum) high above floor (**Figure 59a**) or inclined to the vertical to be usable from a seated position;
- ensure lighting level over mirrors does not create reflected glare; and
- where full length mirrors are provided, ensure they are not installed where they will reflect path of travel and cause confusion for users.

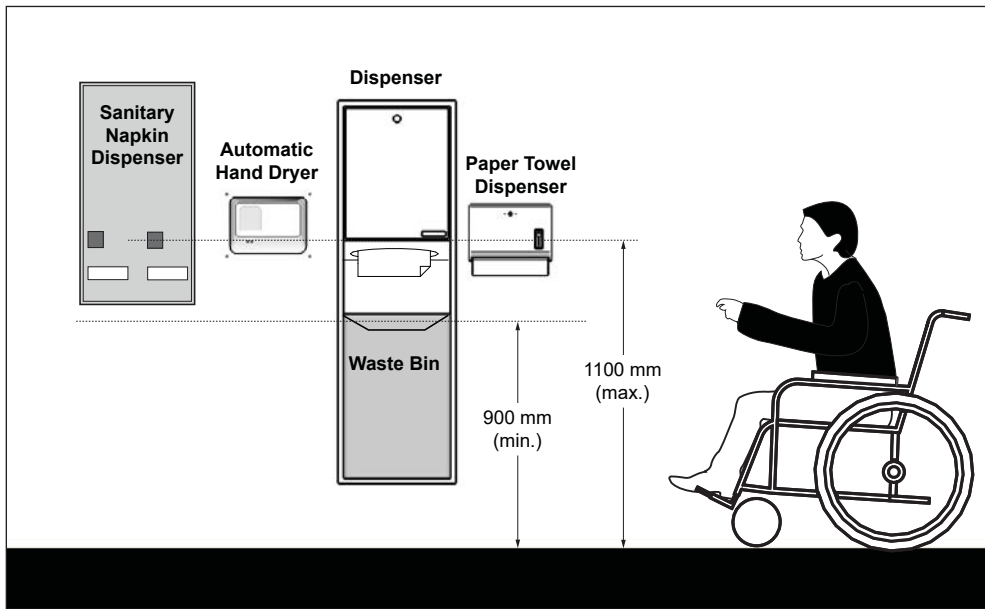


Figure 60: Typical Washroom Amenities

4.5.9.2 Changing Stations and Tables

4.5.9.2.1 Baby Changing Stations

- where provided, ensure at least one is accessible for users with disabilities, with unit placed in a location that does not obstruct adjacent paths of travel when in use and positioned in close proximity to a lavatory and waste receptacle;
- ensure the required floor clearance for changing station does not overlap with floor clearances of other fixtures, when the changing station is folded up;
- mount with the highest edge or component of the station between 730 and 865 mm (**Figure 61a**);
- ensure knee clearance of 685 mm high and 480 mm depth is provided;
- where a folding changing station is provided, ensure projection from wall is no more than 100 mm when in folded position and located along accessible path of travel; and
- where a folding-type changing station is provided, ensure operating controls are:
 - mounted no more than 1200 mm high (**Figure 61a**); and
 - operable with a closed fist and without tight grasping, pinching of fingers or twisting of wrist.

Best Practice

Ensure baby changing stations are not located in accessible water closet stalls, especially in high use washrooms.

Universal washrooms designed with larger floor space are more suitable to accommodate changing stations, tables and other attendant care amenities (e.g., shelving).

Note

Baby changing stations can be fixed or the folding type.

Best Practice

Public facilities such as community and recreation centres, should provide an adult-size change table in each universal washroom.

Note

Adult-size change tables located in universal washrooms are of benefit to many individuals, and may be used as changing stations or tables. They allow persons with balance or strength problems to sit and allow persons with disabilities to lie down and be changed with the assistance of an attendant, as might be required.

Adult-size change tables are also useful in change rooms, where people are expected to change clothing.

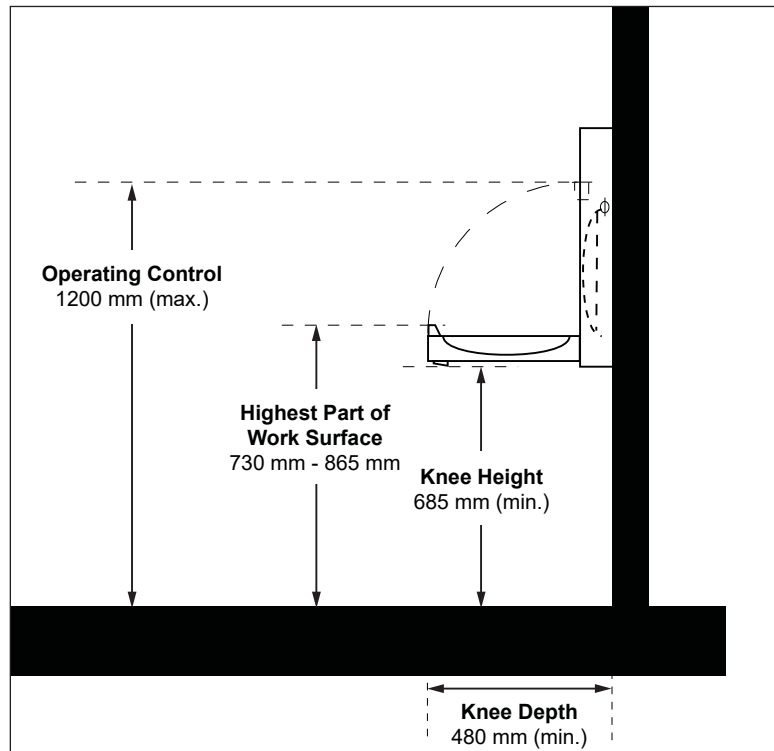


Figure 61a: Folding-Type Baby Changing Station - Section View

4.5.9.3 Adult-Size Change Tables

Where an adult-size change table is installed in a universal washroom:

- provide a clear floor space of 760 mm wide by 1500 mm long (minimum), parallel to the long side of the table;
- when fully loaded, ensure the surface height above the floor is adjustable from between 450 mm and 500 mm at the low range to between 850 mm and 900 mm at the high range (**Figure 61b**);
- where a fold-down change table is provided:
 - install so that it does not encroach into the clear transfer space adjacent to the water closet;
 - ensure operating mechanisms (e.g., latches, handles and pulls) are 1200 mm high (maximum); and
 - ensure operating mechanisms are operable with a closed fist and without tight grasping, pinching of fingers or twisting of wrist;
- ensure changing tables can support a minimum load of 1.33 Kilonewtons;
- provide a high colour contrast between change table surface and adjacent mounting surface; and
- ensure change table surfaces are free of sharp edges or abrasive materials, and are easy to clean.

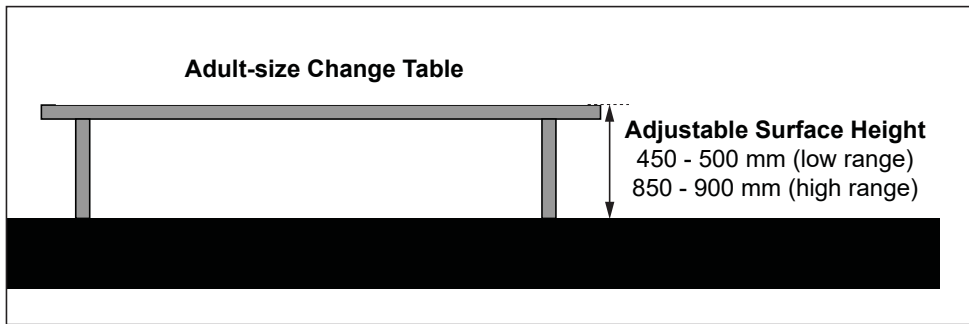


Figure 61b: Adult-Size Change Table

4.5.10 Urinals

Where more than one urinal is provided in men's multiple occupancy washrooms, provide at least one accessible urinal:

- locate within accessible path of travel with no step in front of the urinal;
- mount urinal on wall with the rim located 430 mm (maximum) above floor;
OR provide a floor mounted urinal with the rim level with the floor level (**Figure 62a**);
- ensure the upper rim is no lower than 860 mm high above floor;
- ensure depth of 345 mm (minimum), measured from the outer face of the urinal rim to the back of the fixture (**Figure 62a**);
- ensure colour contrast is provided between urinal and mounting surface;
- provide lever, automatic, or other flush control operable with a closed fist, without tight grasping, pinching or twisting of the wrist (e.g., push button control) and with a force of no more than 22.2 N, mounted between 900 to 1100 mm high above floor (**Figure 62a**);
- provide clear floor space of 915 mm wide by 1370 mm depth that is perpendicular to, and centred on, the urinal and is unobstructed by privacy screens for front approach;
- provide grab bars, on each side of urinal (**Figure 62b**):
 - mount vertically, with centreline at 1000 mm high above floor;
 - mount 380 mm to 450 mm from centreline of urinal; and
 - with length of 600 mm (minimum); and
 - with high colour contrast compared to back wall;
- install centreline indicator for all urinals (**Figure 62b**):
 - centred above the urinal 50 mm wide (maximum);
 - extending 1300 mm (minimum) above floor but never less than 150 mm above the upper urinal rim;
 - ensure indicator has high colour contrast compared with back wall and raised 3 mm (minimum); and
 - where more than one urinal is provided in a washroom, provide a centreline indicator at each urinal;

Note

Placement of privacy screens is dependent on where grab bars are installed.

Vertical markers are used to identify centreline of urinal for users with vision loss.

Various elements may be used as a centreline indicator, such as exposed piping, architectural features (e.g., raised ceramic tiles), etc.

- j. where privacy screens are provided (**Figure 62b**):
 - i. provide clearance of 920 mm (minimum) between screens;
 - ii. ensure a clearance of 50 mm (minimum) from the grab bars;
 - iii. ensure colour contrast between screens and surrounding surfaces; and
 - iv. ensure the vertical outer edge provides a high colour contrast.

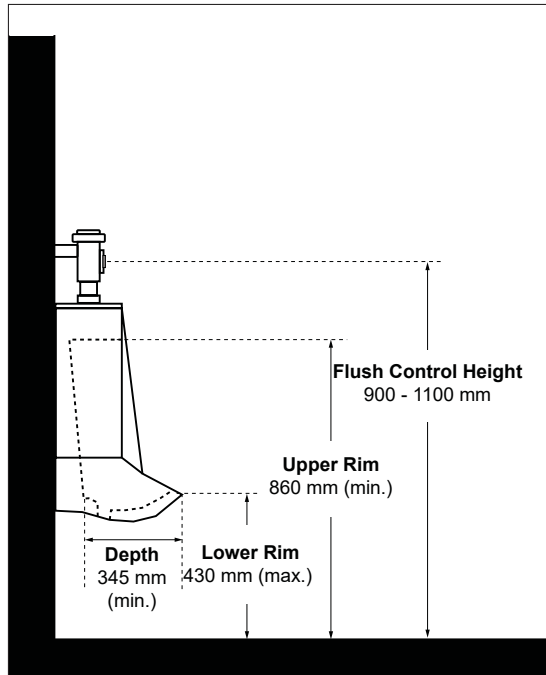


Figure 62a: Urinal - Side Elevation View

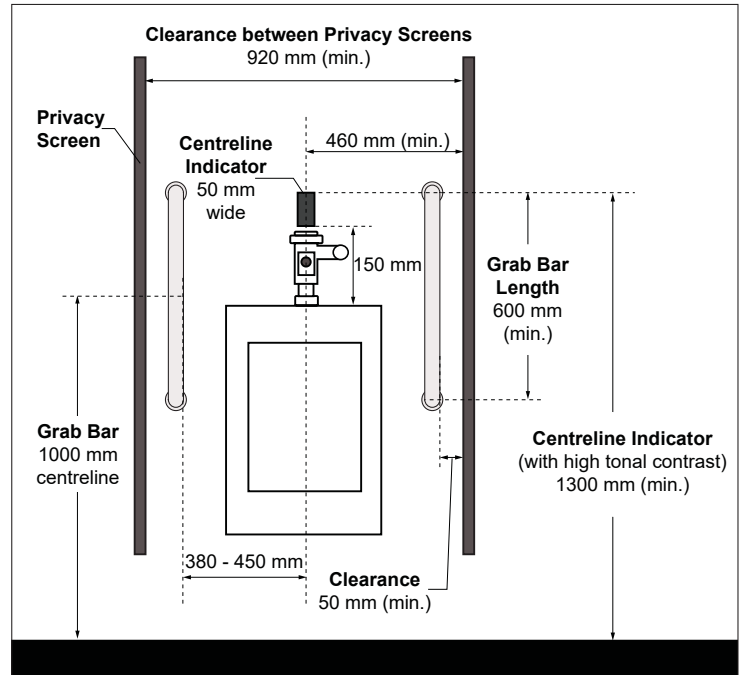
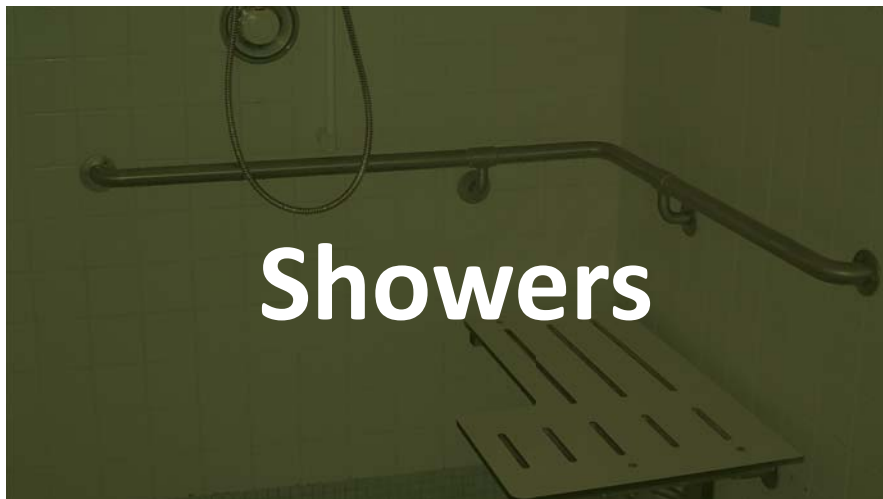


Figure 62b: Urinal - Front Elevation View



4.6

Application

This section applies to showers provided in public facilities, including but not limited to:

- recreation or community centres (e.g., arenas and pools);
- typical change rooms; and
- office facilities.

Reference

Sec. 5.1 Controls and Operating Mechanisms

Sec. 5.7 Lighting

Best Practice

If only one shower stall is provided, ensure it is accessible.

Note

Where enclosure screens or curtains are provided, ensure mounting provisions do not obstruct transfer from mobility aids to shower seat.

4.6.1 Provision

- provide at least one accessible shower stall where a group of showers are provided in a facility, as identified in **Table 10** below:

Table 10: Minimum Number of Accessible Showers

| Number of Showers provided in a Group | Minimum number of Accessible Showers required |
|---------------------------------------|-----------------------------------------------------------------|
| 1 | 0 |
| 2-7 | 1 |
| Over 7 | 1, plus 1 for each additional increment of 7 showers in a group |

4.6.2 Design and Layout

- ensure floor space of 1500 mm wide by 900 mm deep (minimum);
- provide additional clear floor space of 1500 mm wide by 900 mm deep (minimum) at shower entrance (**Figure 63**);
- provide level entry or beveled threshold, 13 mm high (maximum);
- ensure floor surface is slip-resistant;
- locate floor drain on opposite side of shower controls and seat, with floor gently sloped for drainage; and
- ensure lighting level is evenly distributed, at a minimum of 200 lux (20 foot-candles), measured at floor level (**Refer to Section 5.7, Lighting**).

4.6.3 Controls and Accessories

- provide lever type or automatic controls, including a pressure equalizing or thermostatic mixing valve that can be operated within reach from the seat, with a closed fist and with a force of not more than 22.2 N, mounted on wall opposite entrance to the shower at 1200 mm (maximum) high above floor;
- ensure controls, soap dispensers / holders, faucet and shower head are located no more than 500 mm from the edge of the seat;
- provide fully recessed soap holders, mounted above grab bars between 900 mm and 1100 mm (preferred) or 1200 mm (maximum), reachable from a seated position; and
- provide a pressure equalizing or thermostatic mixing valve controlled by a lever or other devices operable using a closed fist from a seated position.

4.6.4 Shower Head

- provide hand-held shower head with flexible hose 1800 mm (minimum) long;
- provide vertical support to mount shower head to allow operation as a fixed shower head;

- c. mount on a vertical support, adjustable between 1200 mm and 2030 mm high above floor and reachable from seated position (**Figure 64**); and
- d. ensure the vertical support placement does not obstruct the use of grab bars.

Best Practice

Water-resistant and padded seat surfaces are recommended.

4.6.5 Shower Seat

Provide a fixed shower seat or where a hinged seat is provided, ensure it is not spring-loaded, with seat mounted as follows:

- a. securely, capable of holding a minimum load of 1.3 kN and located on the same side wall as the vertical grab bar;
- b. between 460 mm and 480 mm high above the finished floor, with the front edge of the seat located within 500 mm of the shower head and controls (**Figures 63 & 64**); and
- c. with a smooth and slip-resistant surface, with no rough edges, 450 mm wide by 400 mm deep (minimum) with rear edge 65 mm from wall (Figure 63) and with high colour / tonal contrast compared to surroundings.

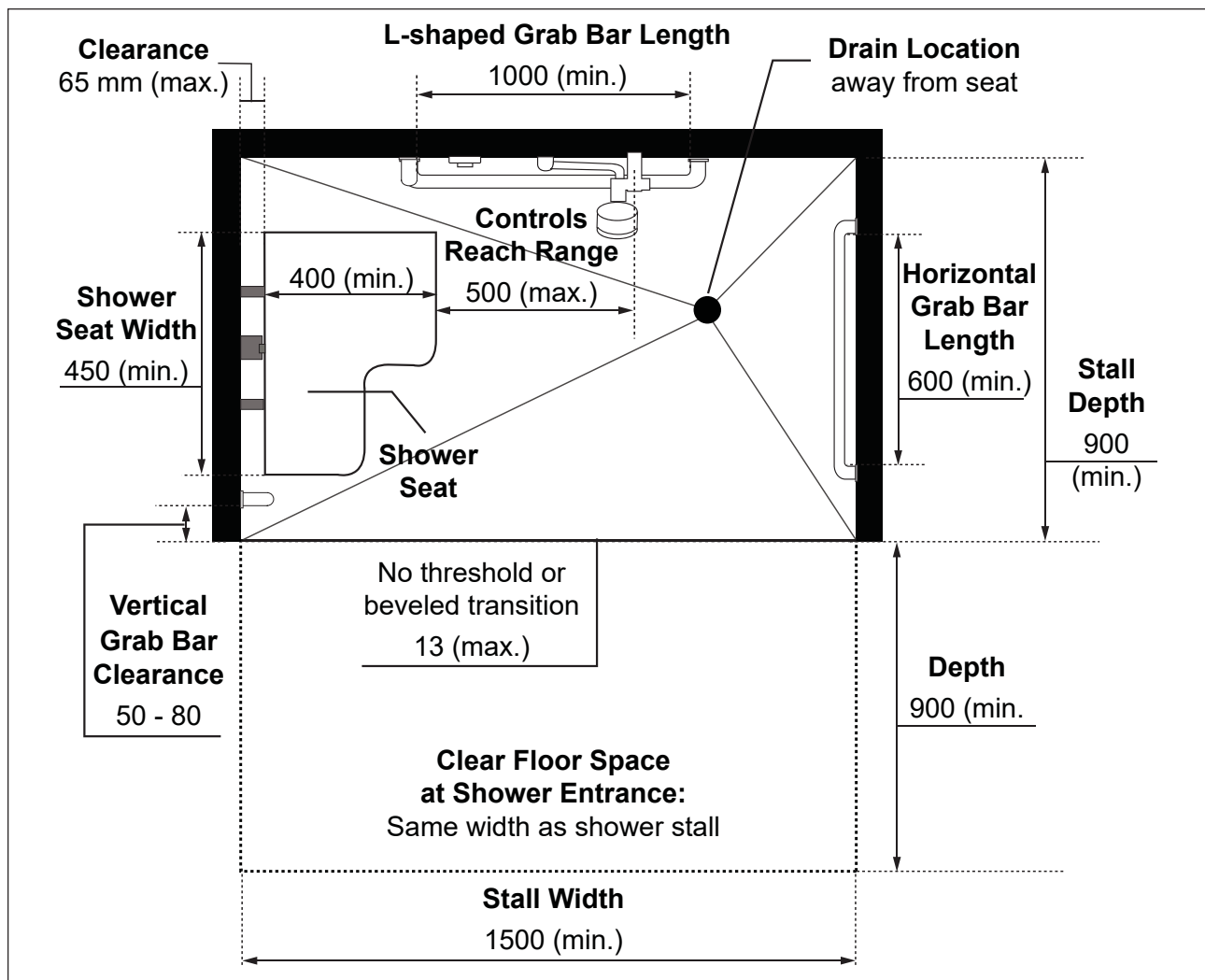


Figure 63: Shower Design and Layout - Plan View

4.6.6 Grab Bars

- a. ensure grasping surface is non-abrasive, slip-resistant and colour contrasted compared with mounting surface;
- b. provide circular profile, with diameter between 30 mm and 40 mm;
- c. ensure clear space of 50 mm (minimum) between mounting surface and grab bar, as well as between ends of grab bars and any adjacent wall; and
- d. mount securely to withstand a force of 1.3 kN applied in all directions and ensure grab bars do not obstruct the use of the shower controls.

4.6.6.1 Vertical Grab Bars

- a. ensure length of 1000 mm (minimum);
- b. mount on the side wall adjacent to shower seat, with a clearance between 50 mm and 80 mm from the adjacent clear floor space (**Figures 63 & 64**); and
- c. mount with bottom edge between 600 mm and 650 mm high above the finished floor to provide additional support when entering / exiting or when transferring to the seat.

4.6.6.2 L-Shaped Grab Bars

- a. mount on wall opposite to shower entrance between the shower head and shower controls, with (**Figures 63 & 64**):
 - i. horizontal component 1000 mm long (minimum), mounted between 750 and 870 mm above the finished floor; and
 - ii. vertical component at 760 mm long (minimum), mounted between 400 and 500 mm from the side wall on which the vertical grab bar is mounted.

4.6.6.3 Horizontal Grab Bars

- a. mount on the side wall opposite from shower seat;
- b. ensure length of 600 mm (minimum) (**Figure 63**); and
- c. mount at 850 mm high above floor.

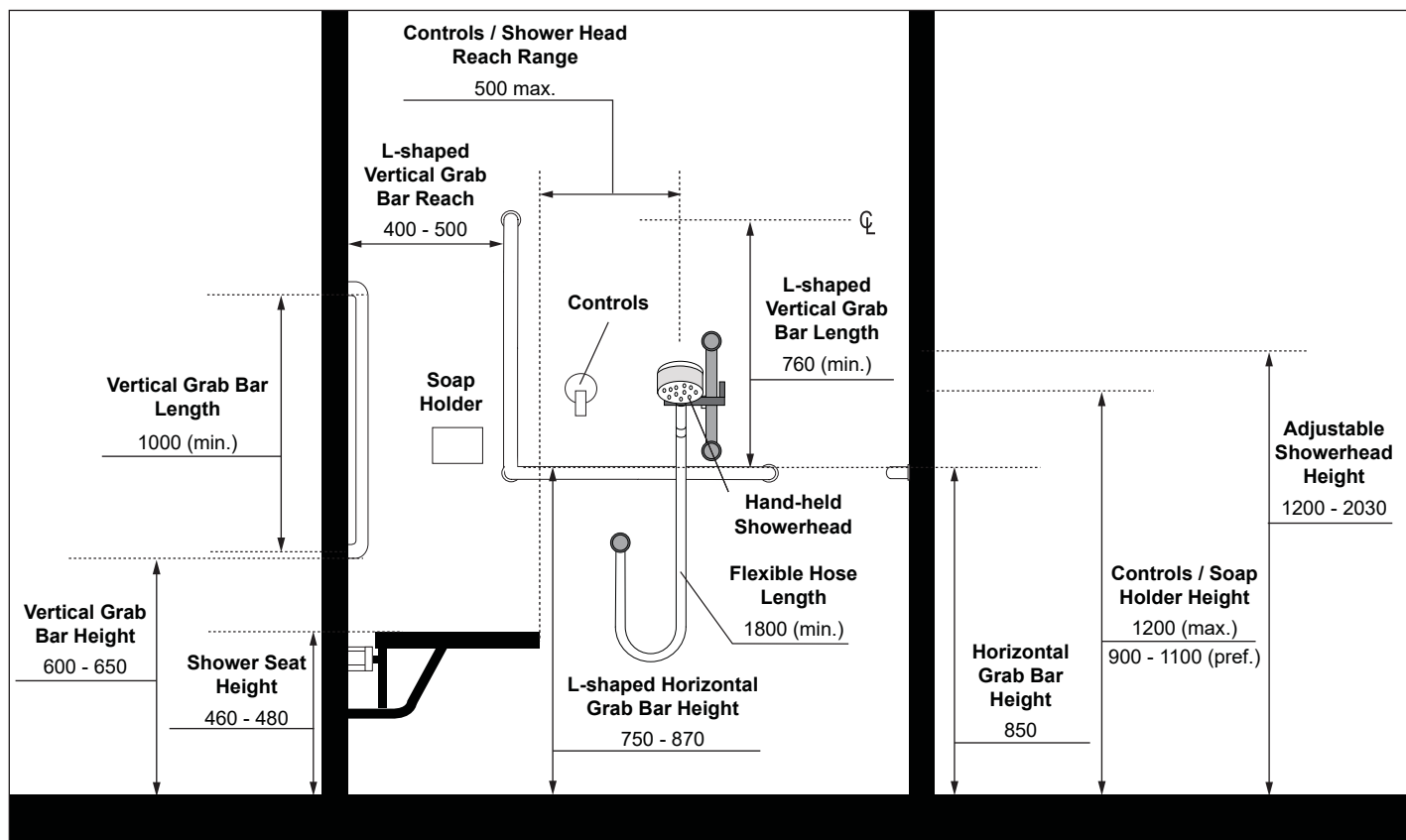


Figure 64: Shower Design and Layout - Section View

Interior Maintenance Checklist

4.7

Application

The following checklist is recommended as a starting point for City of Vaughan Staff when conducting maintenance audits of interior environments.

Interior Maintenance Checklist

A regular maintenance schedule should be identified by the City to address the requirements identified within this checklist (e.g., daily, weekly, monthly etc.).

| 1. Facility Entrance (Ref. Section 4.1 Entrances) | | | This section does not apply <input type="checkbox"/> | |
|---------------------------------------------------|-------------------------------------------------------------------------------|------------------------------------------------------------------------------------|------------------------------------------------------|--------------------|
| Item | Requirements | Compliance | Accessibility Issues | Location Reference |
| 1.1 | Are power door operators in good working condition? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 1.2 | Is building directory signage (including maps / floor plans) kept up to date? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |

| 2. Accessible Parking Spaces (where provided in parking garage, underground parking) (Ref. Section 3.1 Parking) | | | This section does not apply <input type="checkbox"/> | |
|-----------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|------------------------------------------------------|--------------------|
| Item | Requirements | Compliance | Accessibility Issues | Location Reference |
| 2.1 | Is the proper use of designated accessible parking spaces by drivers with disabilities (e.g., with valid permits displayed) enforced at all times? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 2.2 | Are parking spaces, including access aisles, kept clear of obstacles and other obstructions (e.g., garbage)? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 2.3 | Is the parking surface, including access aisles, in good condition (e.g., free of disrepair such as cracks, heaving, uneven surfaces, potholes)? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 2.4 | Are pavement markings provided in good condition? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 2.5 | Is vertical signage provided at designated accessible parking spaces clearly visible and in good condition? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 2.6 | Where provided, are curb ramps kept free of obstructions? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 2.7 | Are accessible routes from parking spaces leading to facility entrance clearly marked and free of obstructions? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |

| 3. Interior Accessible Routes (Ref. Section 4.3 Interior Accessible Routes) | | | This section does not apply <input type="checkbox"/> | |
|-----------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|------------------------------------------------------|--------------------|
| Item | Requirements | Compliance | Accessibility Issues | Location Reference |
| 3.1 | Is the width of accessible routes maintained to ensure easy maneuverability for users of mobility aids? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 3.2 | Are routine inspections undertaken to ensure junctions between different flooring materials do not become worn or uneven and present potential tripping hazards? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 3.3 | Are floor surfaces routinely inspected to ensure glare issues are reduced? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 3.4 | Are suitable cleaning products used to ensure polished floors are not slippery when wet and / or cause glare? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 3.5 | Where applicable, are overhead projections no lower than 2100 mm (83 in)? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 3.6 | Where provided, are power door operators in good working condition? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 3.7 | Are all elevators regularly serviced by qualified personnel (e.g., based on a regular maintenance schedule)? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 3.8 | Are considerations made prior to redecoration to maintain a careful colour scheme with suitable colour contrasts? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |

| 4. Accessible Washrooms (Ref. Section 4.5 Washrooms) | | | This section does not apply <input type="checkbox"/> | |
|------------------------------------------------------|-----------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|------------------------------------------------------|--------------------|
| Item | Requirements | Compliance | Accessibility Issues | Location Reference |
| 4.1 | Are accessible washrooms and stalls kept clear at all times? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 4.2 | Is lighting level maintained and suitable in accessible washrooms? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 4.3 | Are all washroom accessories in good working condition? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 4.4 | Are grab bars securely fixed with no obstructions along grasping surface? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 4.5 | Where applicable, are emergency alarms and controls routinely checked by qualified personnel? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |

| 5. Systems and Controls (Ref. Section 5.0 Systems, Controls and Communications) | | | This section does not apply <input type="checkbox"/> | |
|---------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|------------------------------------------------------|--------------------|
| Item | Requirements | Compliance | Accessibility Issues | Location Reference |
| 5.1 | Are mechanical systems / units maintained to reduce background noise that is problematic for people with hearing loss? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 5.2 | Are Assistive Listening Systems (e.g., induction loops and infra red systems) identifiable with appropriate signage and checked regularly, where provided in assembly rooms, multi-purpose rooms, etc.? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 5.3 | If applicable, is the central TTY monitored routinely and is there someone designated to monitor it? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 5.4 | Is staff awareness training re: disability issues implemented to ensure they can provide assistance if required? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |

| 6. Fire and Life Safety Systems (Ref. Section 5.6 Fire and Life Safety Systems) | | | This section does not apply <input type="checkbox"/> | |
|---------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|------------------------------------------------------|--------------------|
| Item | Requirements | Compliance | Accessibility Issues | Location Reference |
| 6.1 | Are emergency exit routes regularly checked for potential barriers and obstructions? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |
| 6.2 | Are maps of the facility's evacuation routes and related safety plan information kept up to date (e.g., when offices or other spaces are reconfigured)? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | | |

Systems, Controls and Communications

5.0

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Controls and Operating Mechanisms

5.1

Application

This section applies to typical interior and exterior controls and operating mechanisms provided for public and staff use, throughout accessible routes and spaces.

Examples of typical controls and operating mechanisms related to interior and exterior environments include, but are not limited to:

- entrance call buttons or intercoms;
- emergency call systems related to parking areas;
- light switches;
- wall outlets / duplexes;
- fire or other alarm system controls (e.g., washroom emergency alarms);
- thermostats;
- door hardware; and
- plumbing fixture hardware (e.g., faucets and water closet flush controls).

Controls related to product and dispensing machines, such as food and beverage vending equipment, payment stations for parking and ticketing devices, touch screen devices for information and self-service kiosks and other activation devices are also required to be accessible.

Best Practice

Multiple forms of audible, visual and tactile cues to indicate operating controls, benefits the widest range of users with varying disabilities (e.g., sensory / visual / cognitive).

Depending on the type of control, Braille can also be provided.

Align controls at the same height, where possible.

5.1.1 Design Features

Ensure accessible controls and operating mechanisms address the following:

- are usable with closed fist and operable with one hand;
- do not require tight grasping, pinching of the fingers, or twisting of the wrist;
- can be used with force of 22 Newtons (maximum);
- where push-button type controls are provided, button surface has a minimum diameter of 13 mm and is not recessed;
- ensure controls are visible from a distance, based on use of colour / tonal contrast between operable parts and adjacent mounting surface (**Figure 65**);
- mount controls and operating mechanisms (**Figure 66**):
 - no lower than 400 mm high for all controls;
 - at 1200 mm high for thermostat and manual fire alarm pull;
 - between 900 and 1100 mm high for all other controls and operating mechanisms;
 - so that they extend not more than 200 mm and not less than 900 mm high above the floor for vertical extended power door operators; and
- locate in prominent and obvious locations, for easy identification.

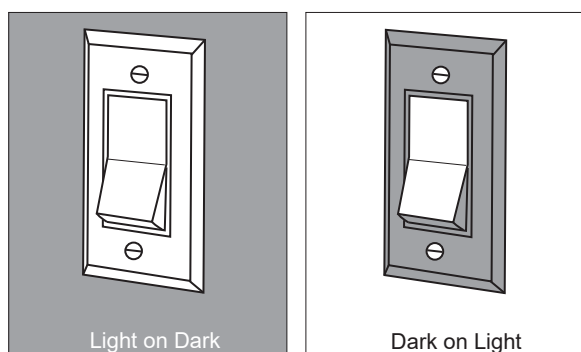


Figure 65: Colour Contrast Between Background and Control

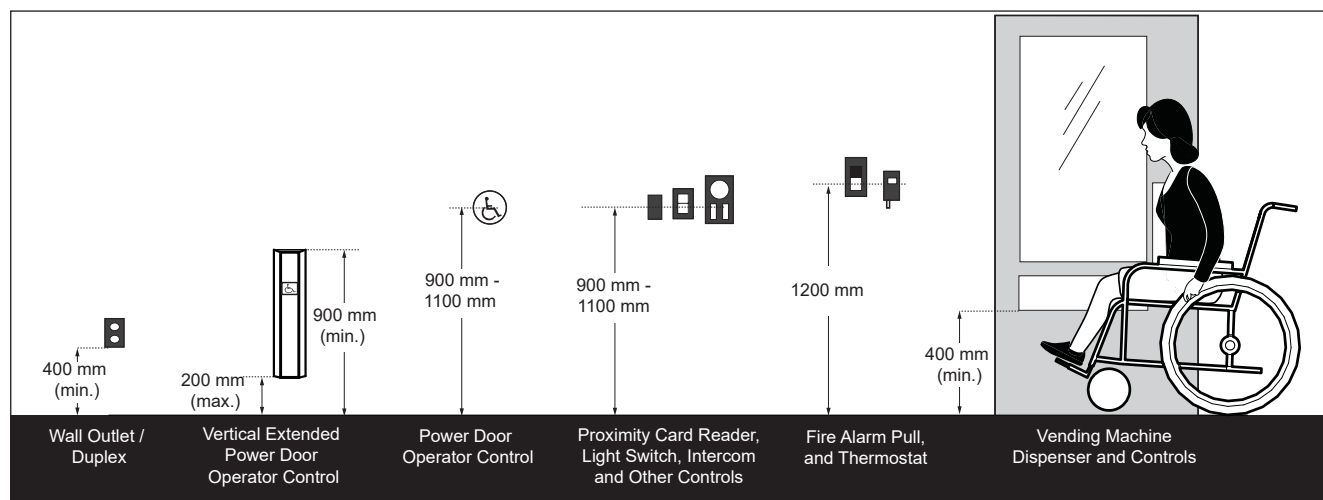


Figure 66: Control Mounting Heights - Elevation View

5.1.2 Floor Space and Reach Requirements

5.1.2.1 Floor Space Requirements

- a. provide a clear floor space at controls and operating mechanisms of:
 - i. 915 mm wide by 1370 mm depth for a forward approach; and
 - ii. 1525 mm wide by 915 mm depth for a side approach.

5.1.2.2 Reach Requirements:

For both a forward and side approach, ensure the following mounting heights of controls and operating mechanisms for suitable reach are provided:

- a. where there is no obstruction in front of controls and operating mechanisms:
 - i. no lower than 400 mm;
 - ii. at 1200 mm for thermostat and fire alarm pull controls; and
 - iii. no higher than 1100 mm for other controls and operating mechanisms; and
- b. where there is an obstruction of no more than 860 mm high:
 - i. no higher than 1100 mm, which allows for a touch reach over a 600 mm deep obstruction or a grasp reach over a 500 mm deep obstruction (Figure 67 a and b).

Best Practice

Provide clear floor space or ground surface with turning diameter of 1700 mm, to allow both side and frontal approach for larger wheeled mobility aids such as powered scooters and wheelchairs.

Note

The clear floor space in front of controls and operating mechanisms may overlap the adjacent interior accessible route.

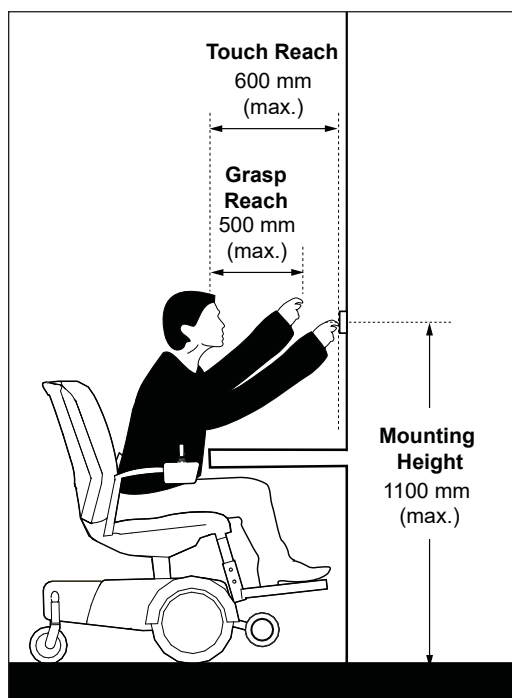


Figure 67a: Maximum Mounting Height for an Obstructed Forward Approach and Reach

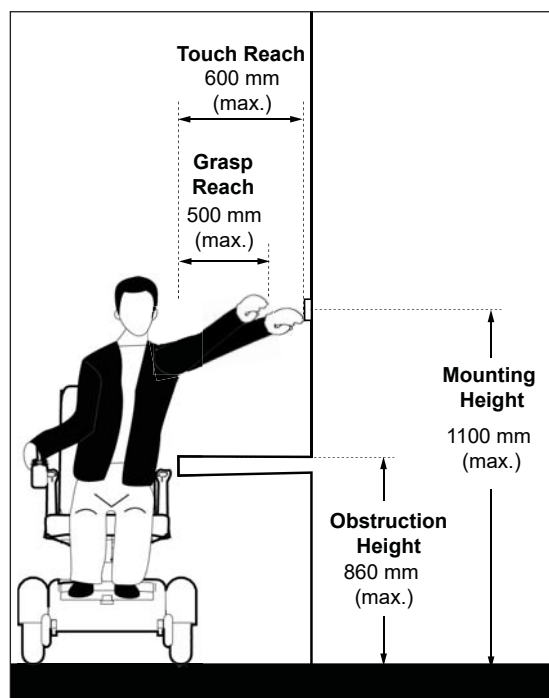


Figure 67b: Maximum Mounting Height over an Obstruction of 860 mm (maximum) for Side Approach and Reach

Assistive Listening Systems

5.2

Application

This section applies to assistive listening systems, required in assembly areas, including but not limited to classrooms, auditoria, meeting rooms and theatres:

- with an area of 100 square metres or occupancy of seventy-five (75) or more fixed seats;
- where audible communication is integral to the use of the space; and
- where audio amplification devices are used.

Assistive listening systems allow users to sit anywhere in an assembly area and can range in type (e.g., infrared, FM, inductive loop and direct wire systems). Captioning and descriptive video systems enable people who are Deaf, deafened and hard of hearing or people with vision loss to participate.

Reference

Sec. 5.8 Signage and Wayfinding

Sec. 6.1 Assembly Areas

Note

Some facilities such as courtrooms may have unique requirements and specifications, and require a detailed review prior to implementation.

5.2.1 Design Features

For assistive listening systems, whether permanent or portable, ensure:

- system usability encompasses the entire floor area;
- system provides personal amplification control;
- system performs with or without the use of hearing aids; and
- signage is provided with the International Symbol For Hearing Loss pictogram to identify the availability of the assistive listening system and it is also marked with a 'T', where T-coil usage is available.

Best Practice

Provide options to allow users with hearing loss to select their own devices.

Note

Where infrared assistive listening devices are used, ensure that no overhead incandescent lights cancel out the infrared signal at the receiver.

Receiver Hearing Aid Compatibility: Receivers should be hearing-aid compatible and should interface with telecoils in hearing aids through the provision of neck loops.

5.2.2 Assistive Listening Systems

5.2.2.1 Permanent Assistive Listening Systems

Where permanent systems are provided:

- the minimum number of required receivers is equal to 4% of the total number of seats, but never less than two; and
- the minimum number of required receivers to be hearing aid compatible is 25% of the total number of receivers that are provided, but never less than one.

5.2.2.2 Portable Assistive Listening Systems

- provide at least one portable assistive listening system, with a minimum of two receivers included for facilities with assembly spaces on multiple floor levels (e.g., this provides enhanced flexibility for the systems to be available and used at different locations); and
- ensure portable assistive listening systems include hearing aid compatibility.

Public Address Systems

5.3

Application

This section applies to public address systems that provide information to the public and staff throughout areas within a facility, as well as exterior environments.

Reference

- Sec. 2.5 Overhanging and Protruding Objects
- Sec. 5.4 Acoustics

5.3.1 Design Features

- a. ensure sound level is above ambient background noise without distortion or feedback;
- b. consider zoning public address systems so that information can be directed to key locations only, to minimize background noise in other areas of the building; and
- c. mount speakers without projecting into or obstructing accessible routes and above head-level to provide effective sound coverage in required areas such as:
 - i. corridors;
 - ii. assembly and meeting rooms;
 - iii. recreational facilities;
 - iv. entertainment and educational facilities; and
 - v. common use areas located in institutional settings.

Note

To prevent confusion, ensure paging systems for use by staff or other key personnel are discreet and low in volume, sounding at devices or locations where people are expected to be located.

Acoustics

5.4

Application

This section applies to the acoustic environment within a facility, which can either enhance or hinder a users' experience. Auditory cues along circulation routes in large open spaces and dedicated areas can serve as wayfinding cues, especially for people with vision loss.

Reference

Sec. 5.3 Public Address Systems

5.4.1 Design Features

For achieving a suitable acoustical environment, which can serve as an additional wayfinding cue for persons with vision and / or hearing loss:

- a. integrate the use of sound-reflective or sound absorbent materials to differentiate essential sounds from general background sounds;
- b. select floor, wall and ceiling finishes to ensure that occasional noise is not unintentionally amplified (e.g., provision of hard floor surfaces such as marble and terrazzo);
- c. design ceiling shapes so that echoes do not occur;
- d. minimize all background noise (e.g., fans, mechanical systems, air conditioners and diffusers) in meeting rooms and assembly areas where spoken word is key to understanding proceedings;
- e. integrate and include adequate sound insulation in room and space design; and
- f. install a permanent inductive loop or similar assistive listening system for high use buildings and areas, especially where the surrounding environment may be noisy.

Note

Hard floor surfaces allow footsteps to be heard by persons with a vision loss, but too much additional noise may add confusion for persons with a hearing loss.

In general, domed shaped ceilings may distort sound.



Security Systems

5.5

Application

This section addresses the accessibility of typical security systems, which are used to provide and limit access to areas of a facility.

Reference

- Sec. 4.2 Doors and Doorways
- Sec. 5.1 Controls and Operating Mechanisms

5.5.1 Design Features

Where users control independent entry or exiting to secured areas of facilities:

- locate controls at a height of 900 mm to 1100 mm from the floor;
- mount controls at least 600 mm clear of the arc of any door swing, where required (**Figure 68**);
- where electronic keypads or push button systems are provided, ensure buttons are raised from surface, mounted on surface with high colour contrast and have raised numerals or letters to assist users with vision loss;
- ensure both audible and visual indicators are provided to alert users when access has been granted or denied;
- where proximity card readers (e.g., swipe cards) are used at doors equipped with power operators, ensure both systems are synchronized; and
- provide colour contrast on system controls, compared to mounting surface.

Best Practice

Proximity card readers / activation devices are preferred at controlled entry and exit areas.

Note

A case by case review of accessible security systems is recommended, based on facility types and recognizing the variety of options that are available.

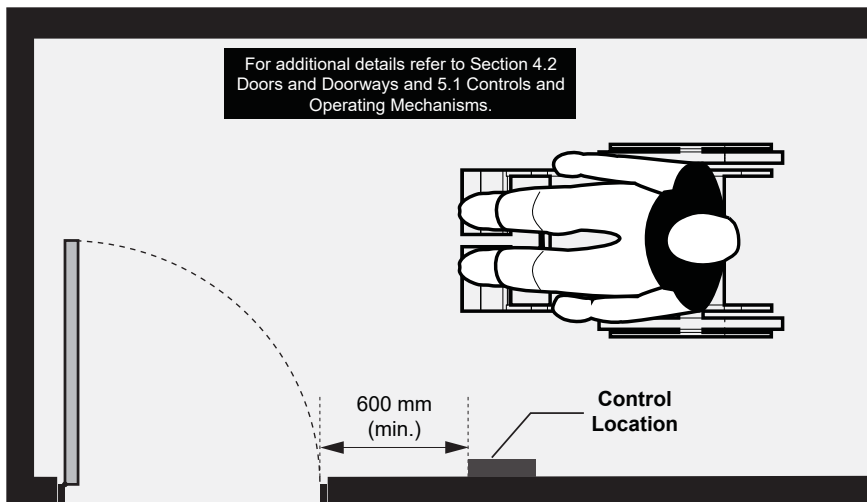


Figure 68: Proximity Card Reader Location - Plan View



Example of large and colour contrasted proximity card reader that accommodates diverse users.



Fire and Life Safety Systems

5.6

Application

This section applies to fire and life safety systems, addressing the needs of people with varying disabilities, in emergency situations. Key components of typical fire and life safety systems include, but are not limited to:

- evacuation plans;
- alarm signals (both audible and visual);
- ‘Areas of Refuge’; and
- emergency exits.

Reference

- Sec. 4.2 Doors and Doorways
- Sec. 5.1 Controls and Operating Mechanisms
- Sec. 5.8 Signage and Wayfinding

Note

Fire and life safety systems are essential in facilities providing specialized services or programs to seniors and persons with disabilities. Seniors and people with disabilities are groups at greater risk and may require additional assistance or accommodation to evacuate a facility.

The information in this section is provided as an additional resource to support other code and fire / life safety requirements that may be mandatory.

5.6.1 Fire Safety and Evacuation Plans

- a. provide a fire and life safety evacuation plan that addresses the needs of users with varying disabilities;
 - i. for facilities with floors above or below grade, develop a fire safety and evacuation plan, indicating in detail the preferred evacuation strategies for persons with disabilities (e.g., “Buddy System” where staff can help co-workers with disabilities evacuate);
 - ii. ensure the base of evacuation plans are posted no higher than 1200 mm from the floor (**Figure 69**);
 - iii. ensure evacuation plans incorporate a font size of 14 point (minimum);
 - iv. ensure evacuation plans are available in alternate formats; and
 - v. provide signage to identify evacuation plans;
- b. mount controls and operating mechanisms:
 - i. between 900 mm and 1100 mm from floor for emergency and life safety controls and operating mechanisms such as fire extinguishers, first aid kits and defibrillators; and
 - ii. at 1200 mm high from floor for manual fire alarm pull;
- c. ensure any manual fire alarm pull station is:
 - i. located so as to be adjacent to and centred on either the length or the width of a clear floor space of 915 mm wide by 1370 mm length (minimum); and
 - ii. operable using one hand, without requiring tight grasping, pinching with fingers or twisting of the wrist, and with a force of 22.2 N (maximum).

Best Practice

Where appropriate, consider installation of a fire fighter’s elevator that can be operated by fire department personnel during emergencies.

Consider providing photoluminescent signage (i.e., visible in dark or smoke-filled environments), in addition to regulatory exit signage, throughout exit stairs and at strategic locations along exit routes to assist with evacuation. Coordinate with Building and Fire Code requirements.

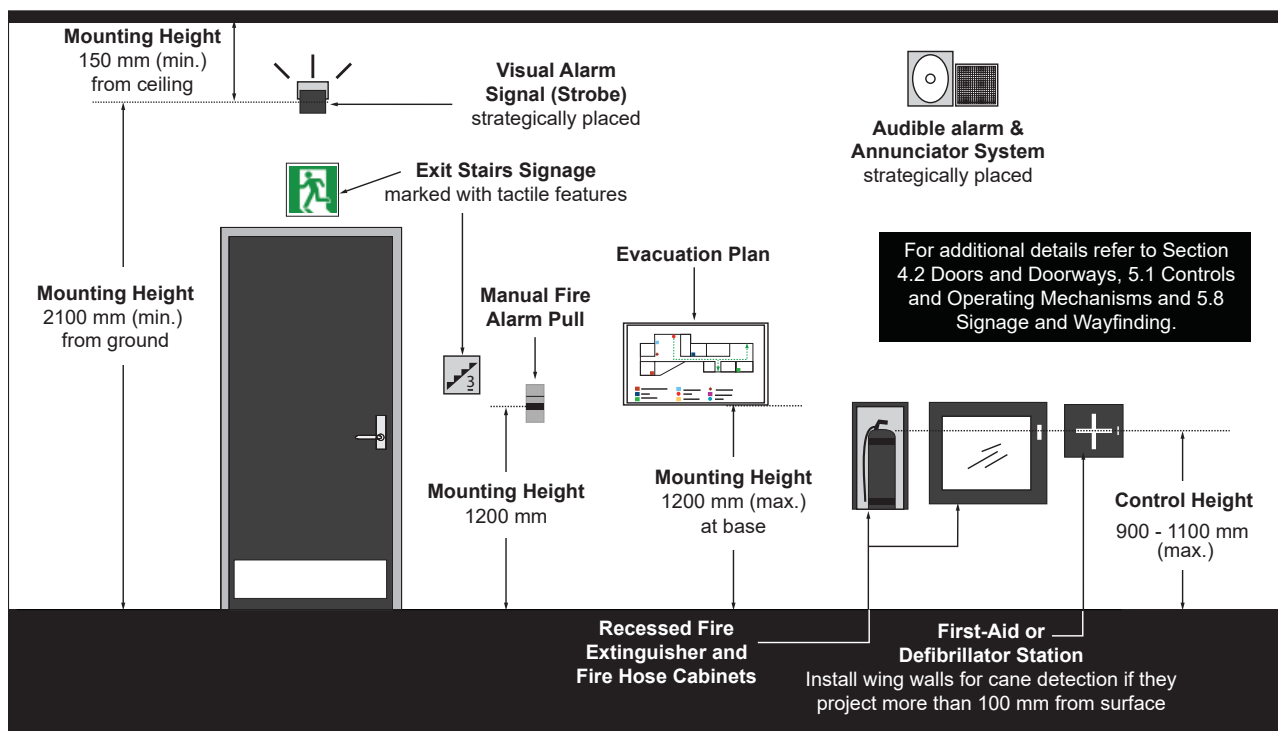


Figure 69: Fire Safety and Evacuation Features - Elevation View

Best Practice

For existing facilities where fire alarm systems cannot be upgraded, consider the provision of portable, vibrating pager systems for users with vision and hearing loss.

For public facilities, install visual alarm signals in main assembly areas (e.g., auditoriums, conference rooms and cafeterias) and places where a person may be alone (e.g., universal washrooms).

To reduce the likelihood of triggering an epileptic seizure or other photosensitive reaction from multiple unsynchronized visual strobe lights, ensure the flash rate is less than 2 Hertz.

Note

Optimal visual alarm signal placement requires formal study for unique environments, including multi-purpose facilities, libraries, convention / meeting rooms and other facility types to ensure signals are visible from all required areas.

5.6.2 Visual Alarm Signals

- a. provide visual alarm signals at the following locations:
 - i. common use areas, including public corridors and lobbies; and
 - ii. universal washrooms;
- b. integrate visual alarm signals with required audible fire alarm system, including during retrofit projects where feasible;
- c. ensure smoke alarms include a visual component;
- d. mount visual alarm signals in close proximity to audible alarm signals at 2100 mm (minimum) above the highest floor level within a space, or 150 mm below the ceiling (**Figure 69**);
- e. where visual alarms are provided in any common / public corridor, hallway, lobby or room, ensure they are placed no more than 15 metres apart, on the horizontal plane;
- f. provide visual alarm signals around the perimeter of large rooms and spaced at a maximum of 30 metre intervals; and
- g. ensure light and flashing features are based on the following criteria:
 - i. use a xenon strobe type or equivalent for light or lamp fixture;
 - ii. ensure clear or nominal white colour (e.g., unfiltered or clear filtered white light);
 - iii. provide maximum pulse duration of 0.2 seconds, with a maximum duty cycle of 40 percent;
 - iv. ensure the intensity of the visual alarm signal raises the overall light level sharply, but not so intense as to be unsafe for direct viewing;
 - v. ensure a flash intensity of 75 candela (minimum) with a flash rate between 1 Hertz (minimum) and 3 Hertz (maximum); and
 - vi. synchronize visual alarms that are located in the same vicinity to flash at the same time.



Example of combined visual and audible alarm signals. Public facilities should have both visual and audible fire alarm systems strategically located.

5.6.3 Areas of Refuge

Where required exits from a floor area are not accessible, areas of refuge are required. Areas of refuge are a temporary and safe waiting space for evacuation in a fire situation and provide a known place for firefighters to help persons unable to use the stairs.

The requirements of this section are intended to reflect a combination of best practices for providing temporary refuge for persons with disabilities. The Ontario Building Code (OBC) acknowledges that measures identified in the OBC cannot provide absolute safety for all occupants in the fire area and that it may be necessary to develop special arrangements in the fire safety plan to evacuate persons with disabilities from these areas. Refer to the Ontario Building Code for detailed requirements related to “Protection on Floor Areas with a Barrier Free Path of Travel” [OBC, Section 3.3.1.7 and Appendix A-3.3.1.7.(1)].

5.6.3.1 Provision

- a. provide a minimum of two (2) designated spaces, and / or incorporate the number of spaces as identified in **Table 11**;

Table 11: Provision of Area of Refuge Spaces

| Occupant load of the floor area served by the area of refuge | Minimum number of area of refuge spaces |
|--------------------------------------------------------------|--------------------------------------------------------------------------------|
| 1 to 400 | 2 |
| Over 400 | 3 plus 1 for each additional increment of 200 persons in excess of 400 persons |

- b. provide a clear floor space of at least 915 by 1370 mm for each area of refuge space required (**Figure 70**); and
- c. locate spaces clear of any adjacent door swing and away from pedestrian exit routes.

5.6.3.2 Design and Layout

Where areas of refuge are provided:

- a. locate on an accessible route;
- b. ensure they are served directly by an exit or a fire fighter’s elevator;
- c. ensure any door leading to an area of refuge complies with Section 4.2 “Doors and Doorways”;
- d. ensure they are located in an area that is separated from the floor area by a fire separation with a fire-resistance rating that is equal to that required for an exit; and
- e. ensure they are smoke-protected in buildings of more than three stories.

Best Practice

Provide power door operators at doors leading to a designated area of refuge.

Provide emergency electrical power to ensure adequate emergency lighting levels for the use of elevators and key operating components or other systems during a power outage. Provide in all major areas of the facility, along all paths of travel to exits and in all designated ‘Areas of Refuge’.

Note

Stairwells and elevator lobbies are typically used for ‘Areas of Refuge’, if properly designed with all required features and floorspace to accommodate mobility aids. Detailed review and design is required for provisions in any type of facility, existing or new.

The provision of additional spaces for accommodating mobility aids in an ‘Area of Refuge’ is determined by facility occupancy and level of use.

Note

Refer to Ontario Building Code (OBC) and applicable Fire Code requirements for fire and smoke protection, including fire separations / zones and travel distances between zones.



Example of portable elevating device, with platform designed to accommodate mobility aid during evacuation.

5.6.3.3 Signage

- provide signage in accordance with Section 5.8 “Signage and Wayfinding”;
- identify accessible routes to areas of refuge with directional signage throughout the floor area;
- provide identification and directional signage to indicate location of an area of refuge and area of refuge spaces (**Figure 70**);
- identify the location of areas of refuge on all publicly displayed evacuation plans; and
- ensure all areas of refuge are designated in the facility’s evacuation plan and procedure documents.

5.6.3.4 Communication and Emergency Features

- provide a two-way hands-free communication system with controls mounted between 900 and 1100 mm, connected to an emergency response system (**Figure 70**); and
- ensure the communication system includes both audible and visual notification devices to indicate “help is on the way”.

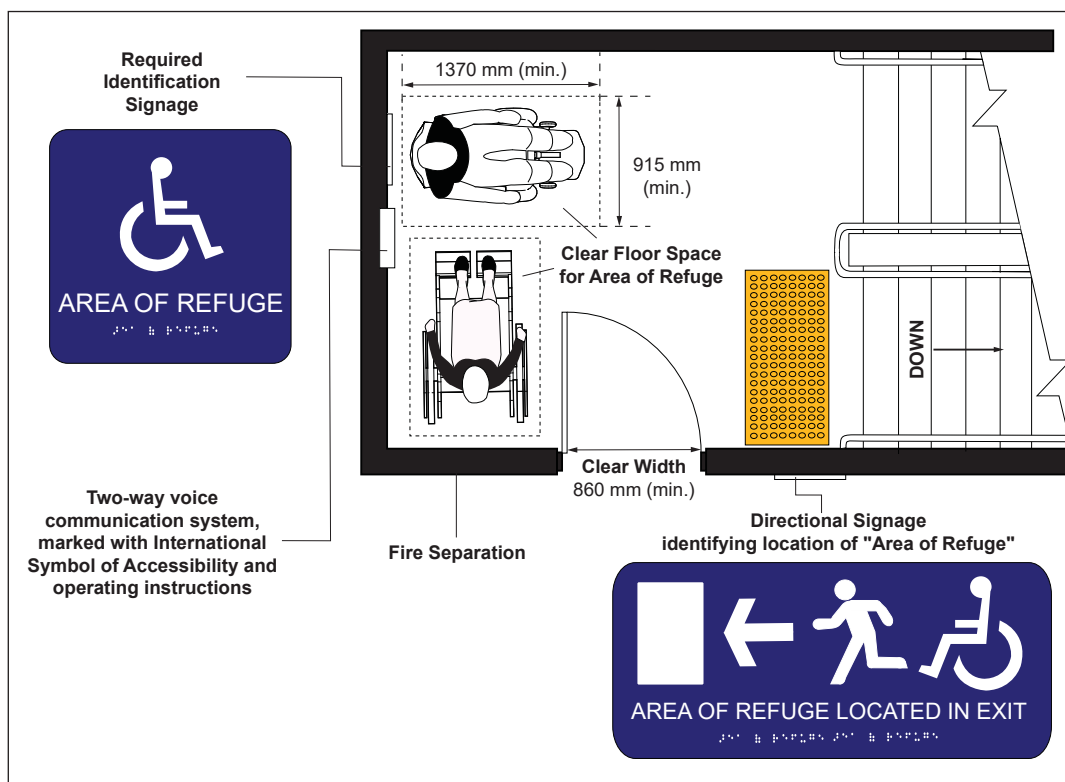


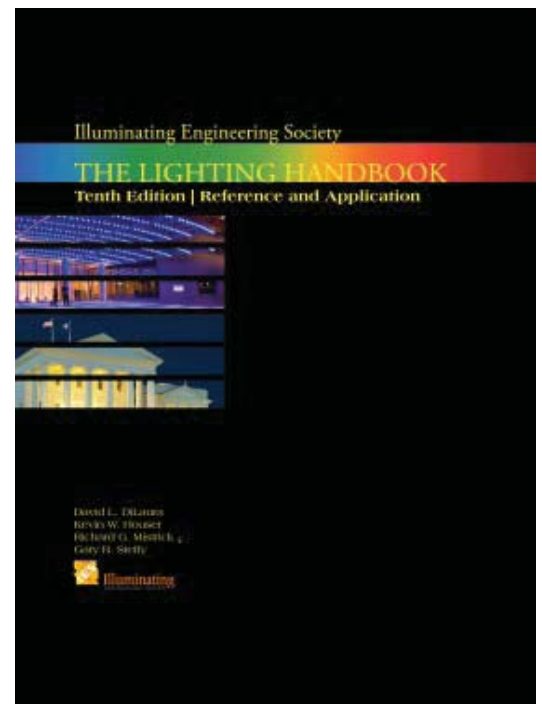
Figure 70: Example of Area of Refuge at Exit Stair



5.7

Application

This section addresses lighting requirements for both interior and exterior environments.



Note

For additional information on lighting requirements refer to the Illuminating Engineering Society's "The Lighting Handbook 10th Edition", 2011.

Best Practice

Recommended lighting levels are requirements identified in best practice resources referenced in this section.

The Canadian National Institute for the Blind (CNIB) recommends increasing I.E.S.N.A suggested lighting levels by a range of 25 to 50 percent to address the accessibility needs of people with vision loss.

For emergency lighting preferred lighting level of 10 lux (1 foot-candle) minimum is required at exits, exit stairs or other paths of travel, measured at the walking surface.

Note

Sources include:

- IESNA: Illuminating Engineering Society of North America, 2011.
- CNIB: Canadian National Institute for the Blind, Clearing Our Path, 2009.
- CSA: Canadian Standards Association B641 Accessible Design for the Built Environment, 2012.
- OBC: Ontario Building Code, 2012.

5.7.1 Lighting Level Requirements

For lighting level requirements for interior and exterior environments:

- ensure most stringent lighting level is provided at typical elements, features and locations, as summarized in **Table 12**.

Table 12: Lighting Requirements for Exterior and Interior Environments

| Typical Elements, Features and Locations | Lighting Level (lux) | | | |
|-------------------------------------------------------|----------------------|-----------------------|---------------------------------------|------------|
| | IESNA (2011) | CNIB (2009) | CSA (2012) | OBC (2012) |
| | Min. / Avg. | Enhanced (+ 25 - 50%) | Min. | Min. |
| Common Elements (both Exterior & Interior) | | | | |
| Ramps | 50 (avg.) | 62.5 - 75 | 50 | 50 |
| Stairs | 50 (avg.) | 62.5 - 75 | 50 | 50 |
| Rest Areas | 50 (avg.) | 62.5 - 75 | 50 | - |
| Signage | - | 200 | 200 | - |
| Parking Areas | | | | |
| Exterior | 10 (min.) | 12.5 - 15 | - | - |
| Parking Garage | 10 (min.) | 12.5 - 15 | - | - |
| Exterior Circulation | | | | |
| Routes (e.g., sidewalks) | 10 (avg.) | 12.5 - 15 | 50 | - |
| Interior Circulation | | | | |
| Public Corridors | 50 (avg.) | 62.5 - 75 | - | 50 |
| Elevator Lobby | 100 (avg.) | 125 - 150 | - | - |
| Elevator Cabs | 50 (avg.) | 62.5 - 75 | 100 | - |
| Building Amenities | | | | |
| Reception | 150 (avg.) | 187.5 - 225 | - | - |
| Lobbies/ Waiting Areas | 100 (min.) | 125 - 150 | - | - |
| Service Counters | 150 (avg.) | 187.5 - 225 | - | - |
| Public Telephones / ATM | 200 (avg.) | 250 - 300 | 200 | - |
| Operating Controls and Mechanisms | - | - | 100 or 200 where reading is necessary | - |
| Plumbing Facilities | | | | |
| Washrooms General | 50 (avg.) | 62.5 - 75 | - | 200 |
| Washroom Fixtures | 150 (avg.) | 187.5 - 225 | - | 200 |
| Showers | 100 (avg.) | 125 - 150 | - | 200 |
| Special Rooms & Facilities | | | | |
| General Assembly / Courtrooms | 100 (avg.) | 125 - 150 | - | - |
| Multi-Purpose Rooms | 300 (avg.) | 375 - 450 | - | - |
| Offices - Workstation | 300 (avg.) | 375 - 450 | - | - |
| Food Court - Cashier / Food Displays | 200 (avg.) | 250 - 300 | - | - |
| Food Court - Seating and Circulation | 150 (avg.) | 187.5 - 225 | - | - |
| Change Room | - | - | - | 300 |

5.7.2 Exterior Lighting

- a. ensure the average to minimum illuminance ratio is 5:1 for exterior lighting;
- b. ensure lighting sources are located at or beside all ramps, steps and stairs, to illuminate and identify surfaces, treads, risers, nosings and handrails;
- c. ensure all lighting over pedestrian routes is evenly distributed and provides a reasonable colour spectrum while minimizing any shadows casted, as well as preventing any use of the blue light part of the spectrum;
- d. provide supplementary lighting to highlight all wayfinding signage, as required;
- e. ensure lighting fixtures or posts are mounted away from accessible routes / paths of travel;
- f. ensure low-level lighting standards are mounted high enough to clear normal snow accumulation heights; and
- g. ensure overhead light fixtures are mounted with clear headroom of 2100 mm (minimum).

Best Practice

When entering buildings, eyes may require a few moments to adjust from a brighter exterior environment to a darker interior or vice versa. For people with vision loss, the adjustment time may be longer. Transitional lighting options (higher artificial lighting levels near the entrance in daylight and lower levels after dark) should be considered.

5.7.3 Interior Lighting

- a. ensure the average to minimum illuminance ratio is 3:1 for interior lighting;
- b. use natural light wherever possible to illuminate entrances, corridors and key workspaces; however, avoid designs that results in direct glare reflected from flooring or work surfaces;
- c. integrate sources of both artificial and natural lighting to provide comfortable, evenly distributed light at working surfaces and throughout circulation routes;
- d. ensure lighting design allows an illumination quality that is as close to a full spectrum as possible to aid in identifying edges and colour contrasts which are used as wayfinding cues (this ensures the warm end of the spectrum provides appropriate colour definition);
- e. provide motion sensing controls in all intermittent occupancy areas;
- f. ensure any leading edge of stairs, steps, ramps or escalators are evenly lit; and
- g. ensure sources of light (natural or artificial) are not positioned at the ends of corridors or behind people at reception areas or counters.

Note

Variations in lighting levels can be confusing to many older adults, people with cognitive disabilities and people with vision loss.

Colour temperature of 3500 K and at least 85 Colour Rendering Index is recommended.

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 time.

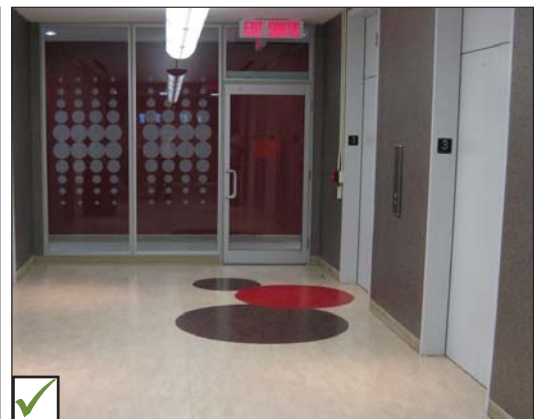
Note

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 and are not recommended.

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.



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



Signage and Wayfinding

5.8

Application

This section applies to signage and wayfinding strategies, where provided in exterior and interior environments.

Recognizing signage programs and wayfinding strategies are customized based on facility types and use of space, the information and criteria in this section is provided as a starting point.

There are different types of signage for various purposes:

- regulatory signs, which include prohibition signs denoting an order forbidding an action, and mandatory signs which denote an order requiring an action;
- warning signs such as caution and danger signs denote a potential hazard and a definite hazard, respectively; and
- identification signs, which include rooms, titles, names or numbers are provided for general orientation or specific information, such as washrooms, routes of egress, stairwells, doorways or offices.

Best Practice

Avoid using vertical wording and electronic scrolling signage.

Where scrolling signage has to be used, ensure characters and symbols move slowly across the screen.

Keep information on signage short and simple.

Using a combination of lower case and upper case lettering is easier to read than using all upper case lettering. The “shape” of the text or message is more legible and creates its own image for familiarity.

Avoid very fine type and very thick type font.

Note

Consistent locations include height considerations for overhead or wall-mounted signs, as well as uniform placement of identification signs for facilities and services.

Nearsighted persons might have to approach much closer to read a sign than persons with average visual acuity. Signs at eye level allow persons to get closer to the sign.

5.8.1 Signage

5.8.1.1 Design Features

- ensure signage surfaces have matte, eggshell or non-glare finish;
- ensure signage is of uniform design;
- provide colour contrast between signage and mounting surfaces;
- where used to give the same type of information within the same facility, ensure signage is consistently shaped, coloured and positioned;
- where facilities or elements, including but not limited to washrooms, elevators, telephones, information kiosks, routes, ‘Areas of Refuge’, and parking facilities are accessible, provide signage with the International Symbol of Accessibility to designate as accessible (**Figure 71**); and
- ensure lighting level is 200 lux (20 foot-candles) (minimum) at signs.



Figure 71: Wayfinding Principles - International Symbols of Accessibility

5.8.1.2 Character Features and Sizes

- ensure text characters (e.g., letter or number) are sans serif font type and have Arabic numerals;
- provide width to height ratio between 3:5 and 1:1 (**Figure 72**);
- provide stroke width to height ratio between 1:5 and 1:10;
- ensure characters are not italic, oblique, script, highly decorative or of other unusual forms;
- provide colour contrast of 70% (minimum) between text characters and background surface;
- ensure the minimum character height is provided as per viewing distance as identified in **Table 13**; and
- use an uppercase “X” for character measurement.

Table 13: Character Height at Maximum Viewing Distance

| Minimum Character Height (mm) | Maximum Viewing Distance (mm) |
|-------------------------------|-------------------------------|
| 200 | 6,000 |
| 150 | 4,600 |
| 100 | 2,500 |
| 75 | 2,300 |
| 50 | 1,500 |
| 25 | 750 |

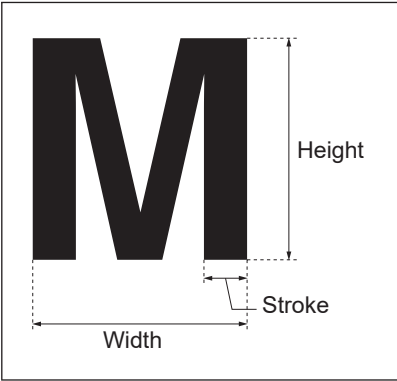


Figure 72: Character Features and Sizes

Note

Some factors affecting ease with which text can be distinguished from its background include shadows cast by lighting sources, surface glare, and the uniformity of the text and background colours and textures.

Where illuminated signage is provided, avoid using red, blue or green LEDs on a black background as they are unreadable for most people with vision loss.

5.8.1.3 Pictograms and Symbols

Pictograms and symbols are used to complement text information and identify important facility features, elements or services, including information desks, public washrooms, and elevators. Where pictograms are used:

- ensure pictogram has a field height of 150 mm (minimum);
- provide text descriptors and braille directly below the pictogram field and not in the pictogram field;
- provide colour contrast of 70% (minimum) between pictogram the field;
- use the International Symbol of Accessibility to identify accessible facility features, spaces, elements and amenities (**Figure 71**); and
- use recognized and standardized symbols for accessibility features or other key building elements (e.g., washrooms, telephones and elevators) to facilitate wayfinding for all users (**Figure 73**).

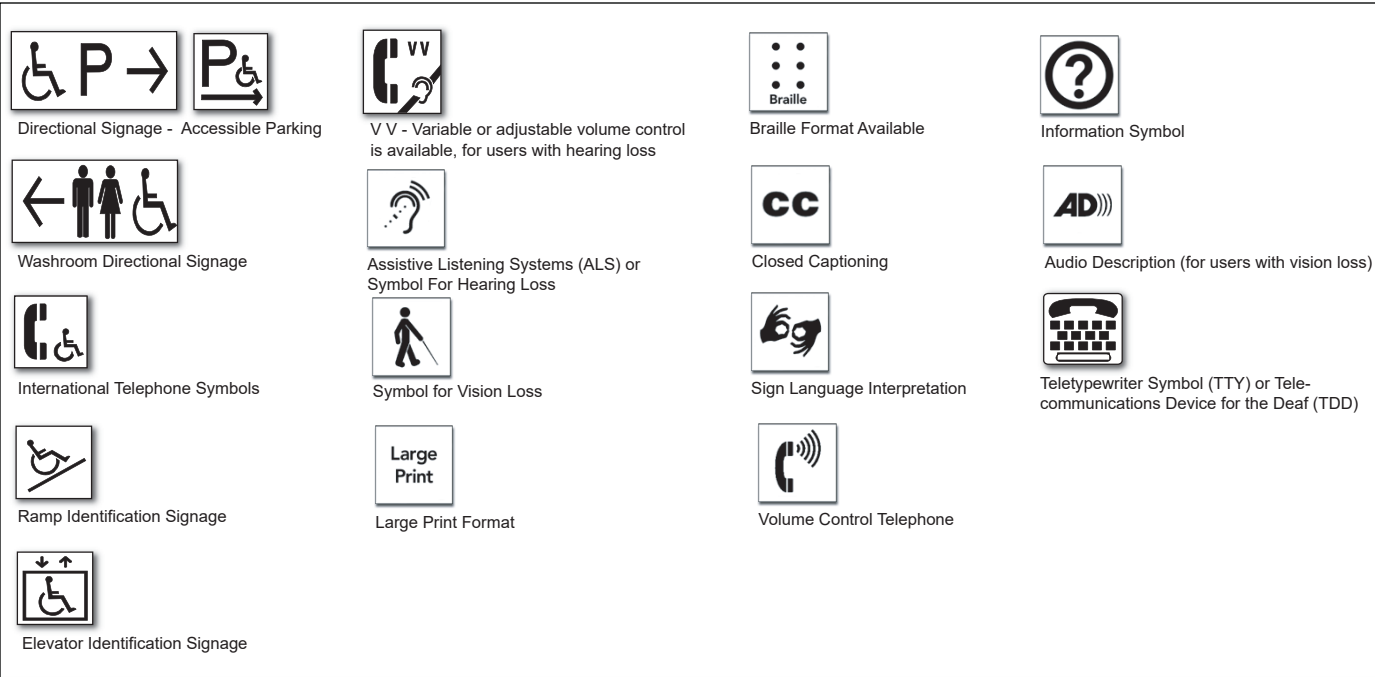


Figure 73: Example of Typical Pictograms and Symbols

Note

Braille or tactile features are only required for signs that can be reached and touched to identify permanent rooms and spaces. These features are not required for overhead or suspended signage (e.g., directional information).

Avoid mounting signage directly on external glazing where possible as it may reduce visibility and legibility of text.

5.8.1.4 Braille

Where braille is provided on signage:

- ensure it is uncontracted braille (Grade 1);
- ensure braille dots have a domed or rounded shape;
- locate immediately below the corresponding text (e.g., room numbers, names) and / or pictogram; and
- where text is multi-lined, place braille below the entire text.

5.8.2 Tactile Signage

Signage with tactile features (e.g., braille, raised characters / text, symbols or pictograms) are designed to be read by touch.

5.8.2.1 Design Features

Where tactile characters are provided:

- ensure text characters (e.g., letter or number) and pictograms (where provided) are raised between 0.8 to 1.5 mm above the surface (**Figure 75**);
- ensure the edges of the text characters are gently rounded;
- provide high tonal contrast between the tactile characters and the background surface;
- ensure all raised text characters, pictograms or symbols are accompanied by equivalent description in braille;
- where pictogram is provided, ensure they are 150 mm (minimum) high; and
- for text characters (e.g. letter or number):
 - ensure they are sans serif font and Arabic numerals;
 - ensure height of characters are between 16 and 50 mm; and
 - ensure text is entirely in upper case lettering as it is easier to read by touch, compared to a combination of upper and lower case letters.

5.8.2.2 Mounting Locations

Where signage with tactile features is provided:

- mount at 1220 mm (minimum) high, measured from the baseline of the lowest tactile character and 1525 mm (maximum) high, measured from the baseline of the highest tactile character (**Figure 74**);
- where provided at a door, install consistently on the wall beside the latch edge of door, 150 mm +/- 10 mm from the door frame;
- where provided at double doors with one active leaf, mount signage to the right of the right hand door;
- where there is no wall space at the latch side of a single door or on the right side of the double door, install signage on nearest adjacent wall;

- e. install to allow users to approach within 100 mm of sign location, clear of any door swing or protruding objects;
- f. mount so that a clear floor space of 455 mm by 455 mm (minimum), centred on the tactile characters is provided beyond the arc of any door swing between the closed position and the 45 degree open position; and
- g. ensure a clear wall area of 75 mm wide (minimum) around the sign is provided.

Best Practice

In larger and complex buildings, such as recreation centres, provide tactile maps on each floor, close to the major point of arrival to the floor (e.g., elevator lobby) to assist with wayfinding for users with vision loss (**Figure 76**).

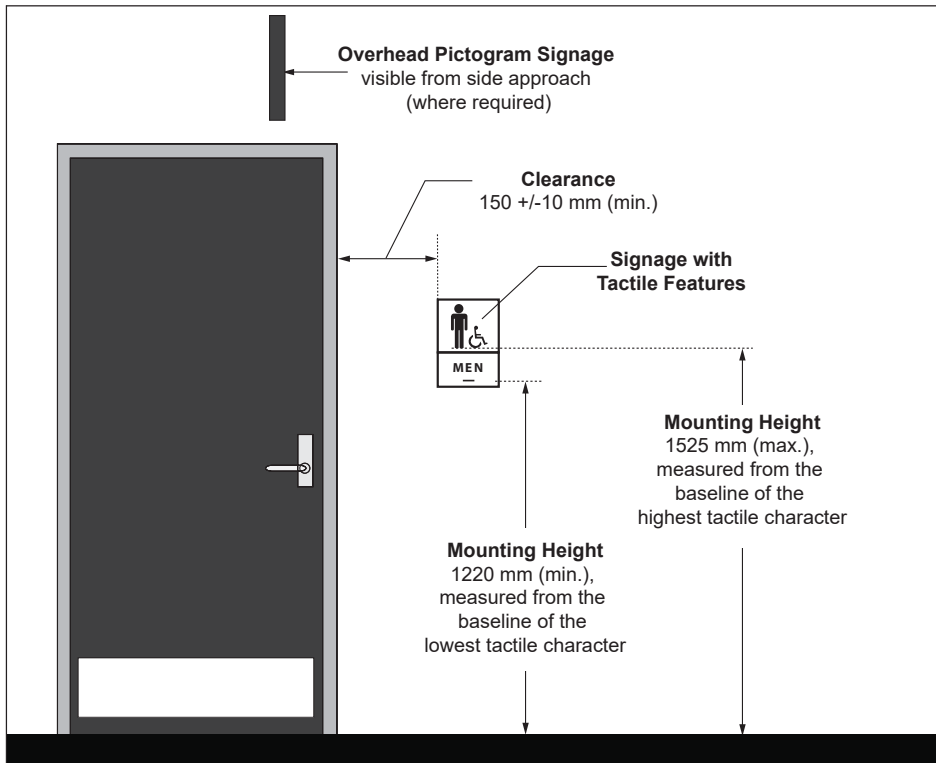


Figure 74: Mounting Location of Signage with Tactile Features - Elevation View



Example of accessible signage to identify accessible washroom.

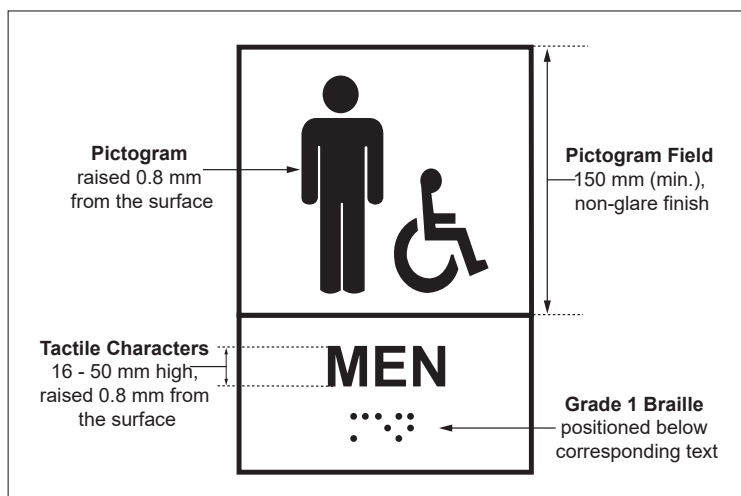


Figure 75: Signage with Tactile Features

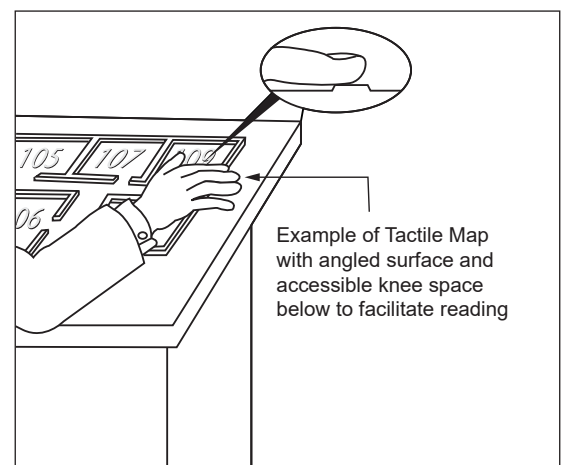


Figure 76: Tactile Map (Best Practice)

Best Practice

Control the use of temporary signage, which can render other relevant and accessible signage ineffective, through management procedures / protocols. Temporary signage typically uses improper language, materials and text sizes.

Mount signs so that they face the direction of travel as they are easiest to notice and read for people who might have limitation moving their head or have reduced peripheral vision.

5.8.3 Wayfinding Principles

- a. ensure consistent design, strategic placement and ideal mounting heights at key decision-making points along accessible routes for all signage;
- b. provide colour contrast of at least 70% between signage and mounting surfaces for full visibility;
- c. ensure there is no information overload or cluttering of signage to avoid confusion; and
- d. avoid placing suspended signs against a light source to ensure full visibility (e.g., at the end of corridors which have windows, glass doors or window walls).



Self-Service Kiosks

5.9

Application

This section applies to self-service kiosks, which are interactive electronic terminals, such as point-of-sale devices that the public may use to access one or more services independently.

Examples where self-service kiosks are used include but are not limited to the following:

- paying parking fees;
- validating tickets;
- providing information (e.g., such as interactive building directory and maps);
- checking in / registering for appointments; and
- buying groceries.

When procuring or acquiring self-service kiosks, they must comply with the most up-to-date version of:

- CAN / CSA B651.2: Accessible Design for Self-Service Interactive Devices.

Reference

- Sec. 5.1 Controls and Operating Mechanisms
- Sec. 5.8 Signage and Wayfinding

Best Practice

Refer to the most current versions of:

- CNIB's "Clear Print Accessibility Guidelines"; and
- The Association of Registered Graphic Designers of Ontario (RGD Ontario) "AccessAbility: A Practical Handbook on Accessible Graphic Design".



Best Practice

Provide a clear floor space or ground surface with turning diameter of 1700 mm, to allow both side and front approach by users of larger wheeled mobility aids, such as powered scooters and wheelchairs.

5.9.1 Design and Layout

Where self-service kiosks are provided:

- a. ensure they are located adjacent to an accessible route, recessed or with a leading edge that is cane detectable at 680 mm (maximum) high, if they protrude into an accessible route;
- b. if only one self-service kiosk is provided, ensure it accommodates both seated and standing users;
- c. identify accessible kiosks with International Symbol of Accessibility;
- d. ensure they do not have sharp edges; and
- e. ensure they are secured firmly and stable, when free-standing.

5.9.2 Clear Floor Space Requirements and Knee and Toe Clearances

- a. provide a clear floor space in front of self-service kiosks of:
 - i. 915 mm wide by 1370 mm deep (minimum) for forward approach; and
 - ii. 1525 mm wide by 915 mm deep (minimum) for side approach;
- b. where self-service kiosks are designed with knee space clearance, ensure the knee space clearance is 760 mm wide (minimum) by 480 mm (minimum) deep by 685 mm high (minimum); and
- c. where toe clearances are provided, ensure the minimum toe height is 350 mm above the finished floor.

5.9.3 Display Panels and Screens

- a. locate display panels / screens free from obstructions above or around panels;
- b. position display panels / screens to minimize glare and reflections;
- c. where display panels or screens are inclined and cannot be read from 750 mm away:
 - i. ensure suitable knee and toe clearances are provided underneath self-service kiosks to allow users of mobility aids to approach screens; and
 - ii. ensure the top of the panel is 1380 mm (maximum) high above the floor (**Figure 77**);
- d. where self-service kiosks with vertical display panels or screens are provided, ensure the text or information provided on the panels or screens are located between 750 mm and 1750 mm (**Figure 77**).

5.9.4 Operating Controls

- mount operating controls or input and output components between 400 mm and 1100 mm high above floor level; and
- ensure controls are operable with one hand, without using tight grasp, pinching, or twisting of the wrist.

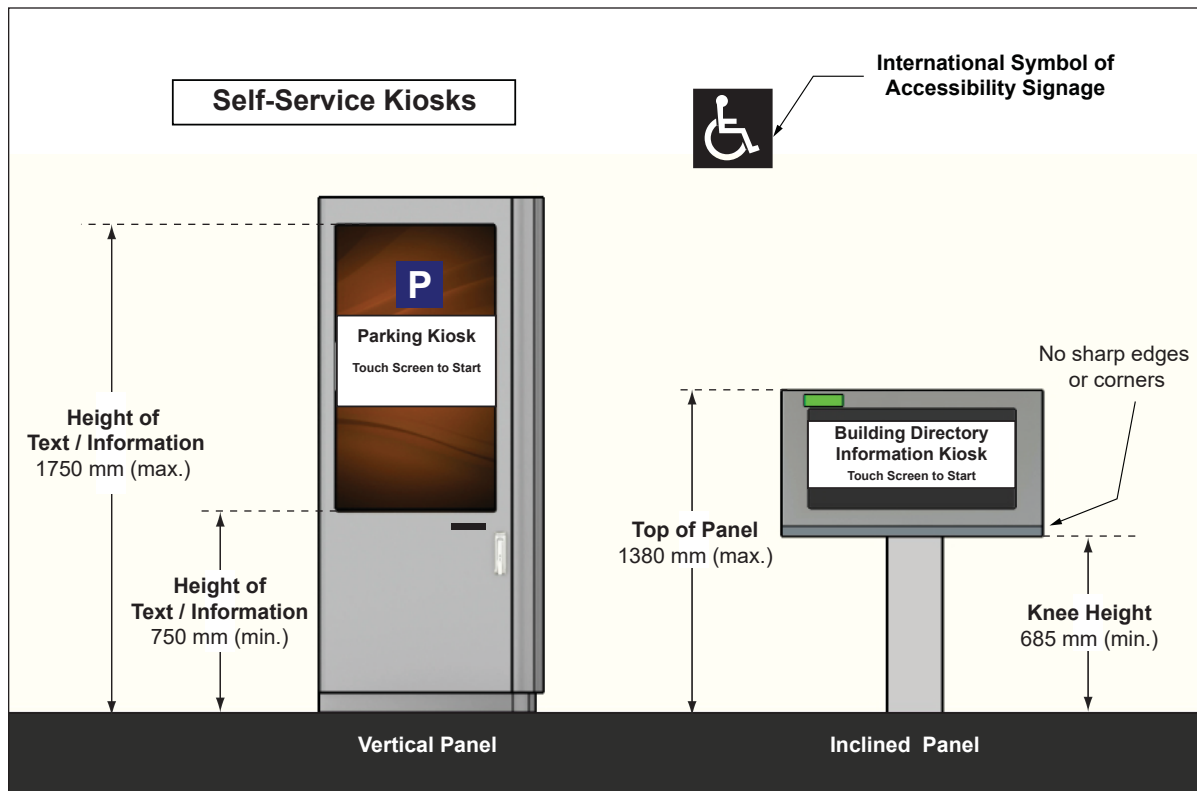


Figure 77: Self-Service Kiosks - Elevation View



Examples of self-service kiosks with different accessibility features.

5.9.5 Other Accessibility Features

Accessibility features for self-service kiosks vary based on the type of services provided. Key accessibility features to consider when procuring or acquiring self-service kiosks include the following:

- a. ensure strong tonal contrast is provided between characters and background on display screens;
- b. ensure display panels are positioned to provide sufficient brightness to overcome ambient conditions;
- c. where insertion slots for notes, coins, or other media are provided as part of self-service kiosks, ensure a strong tonal contrast is provided with adjacent surface or a lead-through indicator light for slot location assistance;
- d. where visual information is integral to the use of self-service kiosks, provide an alternative mode of operation and information retrieval (e.g., audio output with information displayed on screen conveyed in spoken form);
- e. where audio information and instructions are provided:
 - i. equip with headset jacks with adjustable volume controls for users with hearing loss; and
 - ii. ensure headset jack receptacles are identified with a tactile symbol;
- f. where touch screen displays are provided:
 - i. ensure they are usable with items such as prosthetic limb or stylus; and
 - ii. provide audible and visible feedback to indicate that the screen has been touched;
- g. where users are required to complete task, ensure the time allowed for completion is adjustable;
- h. provide specialized keypads or keyboards (e.g., tactile keyboards); and
- i. where biometric component is incorporated as part of the self-service kiosks, provide an alternative identification method (e.g., non-biometric).

Windows and Glazing

5.10

Application

This section applies to windows, glazed screens, vision panels in doors, and fully glazed sidelights, intended for viewing or that are required for ventilation.

Reference

- Sec. 4.2 Doors and Doorways
- Sec. 5.1 Controls and Operating Mechanisms

Note

Accessibility requirements are applicable to windows that are intended for use by facility occupants, staff or public.

Best Practice

Floor space with turning diameter of 1700 mm is preferred to accommodate larger mobility aids.

Where there is extensive glazing, consider providing a strip at a lower level, between 850 to 1000 mm high above finished floor level.

5.10.1 Design Features

For windows, glazed screens and vision panels, designed for the purpose of viewing:

- provide clear floor space of 915 mm wide by 1370 mm deep (minimum) for forward and 1525 mm wide by 915 mm deep (minimum) for side approach by users of mobility aids;
- locate bottom sill height no more than 1100 mm above the finished floor;
- where ventilation controls are provided, mount between 400 mm and 1100 mm above the finished floor to be reachable from a seated position (**Figure 78**);
- do not locate horizontal structure (e.g., window transom) between 900 mm (35 in) and 1300 mm above the floor; and
- where wall systems include extensive use of glazing, provide horizontal markings:
 - between 100 mm and 125 mm in height, extending full width of glazed area, mounted 1350 to 1500 mm above finished floor; and
 - ensure strong colour contrast is provided for users with vision loss.

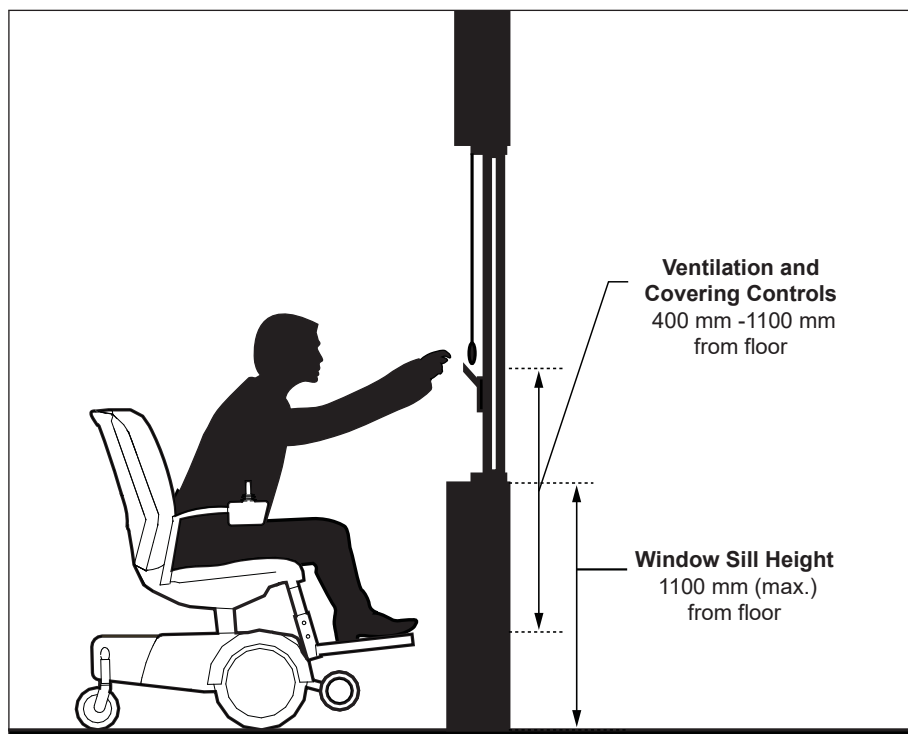


Figure 78: Window Design Features - Elevation View

Special Facilities and Spaces

6.0

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6.1

Application

This section applies to assembly areas in both interior and exterior environments. Common assembly areas, where accessible seating spaces are required are identified in **Table 14**.

Table 14: Common Assembly Areas

| Civic | Entertainment / Cultural | Educational | Sports |
|------------------------------------------------------------|--------------------------|-----------------------------|------------------|
| Council Chamber | Theatre | Lecture Hall | Arena |
| Public Meeting or Hearing Room | Places of Worship | Classroom | Stadium |
| Auditorium | Performing Arts Centre | Conference / Symposium Room | Gymnasia |
| Multi-Purpose Room (e.g., Community or Recreation Centres) | Museum | Stage / Podium | Grandstand Stage |

Reference

- Sec. 2.4 Guards and Handrails
- Sec. 5.1 Controls and Operating Mechanisms
- Sec. 5.2 Assistive Listening Systems
- Sec. 5.3 Public Address Systems
- Sec. 5.7 Lighting
- Sec. 5.8 Signage and Wayfinding
- Sec. 6.13 Elevated Platforms or Stages

Best Practice

When designing assembly areas, especially where there is expected to be larger groups of people, queuing lines and high levels of activity / interaction, additional considerations for integrating sensory design strategies are recommended (e.g., related to the human senses of vision, hearing, taste, smell and touch but also sensations that extend from senses such as temperature, vibration and pressure), including the provision of:

- separate quiet spaces or transition areas (e.g., a family can retreat to a calm area / environment when required); and
- snoezelen rooms (e.g., environments which may consist of specialized lighting, decorations, music, aromatherapy, calming toys, books and other types of sensory or tactile equipment to allow options for relaxing or stimulating experiences, depending on individual needs).

Sensory design strategies can address the needs of diverse users of all ages and abilities including people with autism, developmental / intellectual disabilities, dementia or brain injury, for example.

Best Practice

In assembly areas, where lighting is dimmed (e.g., theatres or performing arts centre), ensure steps and accessible routes are illuminated (e.g., marked with lighting strips) to assist with identification.

An increased riser height for accessible seating spaces ensures suitable sightlines and comparable views when users in front are in standing position.

Note

Persons using mobility aids usually sit higher than persons in standard seating and accessible seating spaces should be located to ensure that when they are occupied, the views of others that may be seated behind them are not obstructed.

6.1.1 Design and Layout

- ensure lighting level is evenly distributed throughout all accessible routes and accessible seating spaces;
- ensure a consistent accessible path of travel of 1100 mm (minimum) throughout space for circulation;
- provide accessible seating options for users of mobility aids;
- provide assistive listening systems, designed for the type of venue and audience; and
- ensure all audio-visual equipment, features, controls and related technology are usable by all participants and staff, where provided, including the provision of instructions and guidance in alternative formats.

6.1.2 Accessible and Adaptable Seating

6.1.2.1 Provision

Where fixed seating is available in assembly occupancies:

- provide accessible seating spaces for users of mobility aids and adaptable seating based on total number of fixed seats, as identified in **Table 15**.

Table 15: Accessible and Adaptable Seating Requirements in Assembly Areas

| Total Number of Fixed Seats | Minimum Number of Accessible Seats | Minimum Number of Adaptable Seating |
|-----------------------------|------------------------------------|------------------------------------------------------------|
| Up to 20 | 2 | 1 |
| 21 to 40 | 2 | 2 |
| 41 to 60 | 2 | 3 |
| 61 to 80 | 2 | 4 |
| 81 to 100 | 3 | 5 |
| Over 100 | 3% of seating capacity | the greater of 5 seats or 5% of the aisle seating capacity |

6.1.2.2 Accessible Seating Spaces

- install directional signage in prominent locations to identify location of accessible seating spaces;
- locate spaces adjoining an accessible path of travel, without infringing on egress from any row of seating;
- provide at least one fixed companion seat adjacent to accessible seating spaces and within the same row (Note: ensure shoulder alignment for users sitting beside each other) (**Figure 79**);
- when entering from side, ensure clear floor space at accessible seating spaces is 1525 mm wide by 915 mm deep (minimum) (**Figure 81**);
- when entering from rear or front, ensure clear floor space at accessible seating space is at least 915 mm wide by 1400 mm deep (minimum);

- f. ensure at least two accessible seating spaces are provided side by side;
- g. where more than one accessible seating space is provided, ensure they are dispersed at a variety of locations on all levels (**Figure 81**);
- h. where accessible seating spaces are provided on an elevated platform (**Figure 80**), ensure the lines of sight are:
 - i. comparable to those for all viewing positions;
 - ii. not reduced or obstructed by standing members of the audience; and
 - iii. free of any obstructions (e.g., any barriers, handrails, guardrails or columns); and
- i. ensure accessible seating spaces are positioned so that they do not obstruct sightlines of other users either sitting or standing.

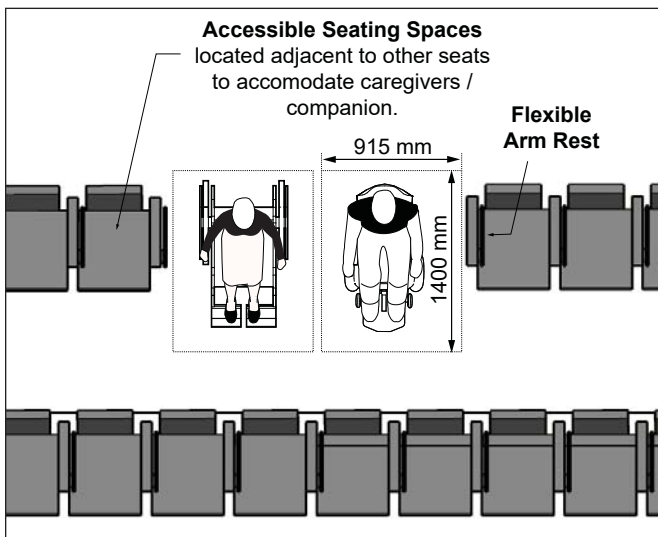


Figure 79: Accessible Seating Space Dimensions

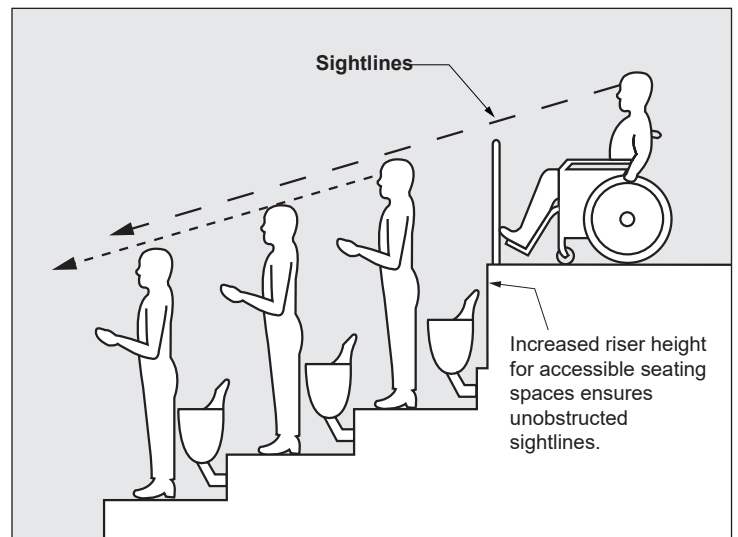


Figure 80: Lines of Sight

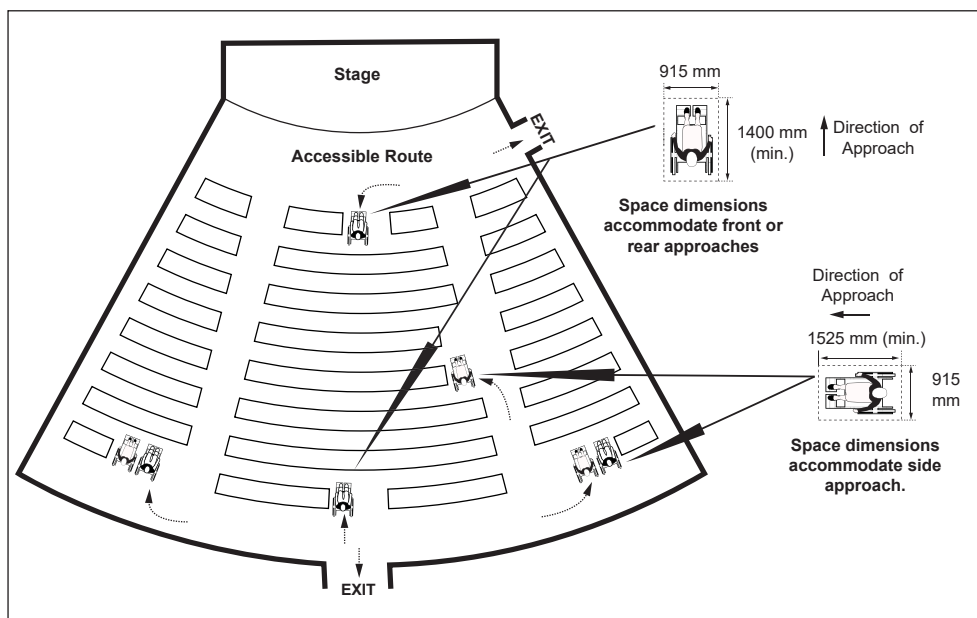


Figure 81: Accessible Seating Plan - Example of Viewing Positions



Designated accessible seating area at stadium.

Best Practice

Adaptable seating, with armrests that flip up and down at the end of aisle seats, provides assistance to persons transferring from mobility aids.

6.1.2.3 Adaptable Seating

- a. locate adjacent to an accessible route without infringing on egress from any row of seating or any aisle requirements;
- b. equip with a movable or removable armrest on the side of the seat adjoining the accessible route, and
- c. locate, as part of the designated seating plan, to provide a choice of viewing location and a clear view of the event taking place.

6.1.2.4 Storage for Mobility Aids

- a. ensure at least one (1) storage space where not more than 200 fixed seats is provided and a minimum of two (2) storage spaces, where more than 200 fixed seats are provided;
- b. provide a clear floor space of 915 mm wide by 1370 mm deep (minimum) for each space; and
- c. locate storage space on the same level and in proximity to the accessible seating spaces and seats designated as adaptable seating.



Meeting and Multi-Purpose Rooms

6.2

Application

This section applies to highly-use and large public meeting rooms used by public and staff within a facility.

Note

Meeting rooms are intended to be flexible (e.g., with movable seating) in order to accommodate a wide range of uses, group sizes (e.g., dependent upon overall size of space) and the needs and preferences of the widest range of participants as possible. With movable seating available at all times for small and large meeting rooms, the intent is that a minimum of 2 accessible seating spaces can be made available, one on each side of a table for smaller spaces. For larger spaces, accessible seating spaces are expected to be available on all sides of a table. When a meeting room is not in use, seats are to be removed from accessible seating spaces and placed to ensure accessible path of travel throughout room is not obstructed.

Some facilities may limit uses due to the classification and type of building, but maximum flexibility is expected to be built into the design to accommodate any changing needs of occupants over time.

Reference

- Sec. 2.10 Seating, Tables and Work Surfaces
- Sec. 4.3 Interior Accessible Routes
- Sec. 5.1 Controls and Operating Mechanisms
- Sec. 5.2 Assistive Listening Systems
- Sec. 5.7 Lighting
- Sec. 5.8 Signage and Wayfinding

Best Practice

The procurement of furniture and equipment for different types of meeting and multi-purpose rooms should ensure that maximum flexibility and accessible options are always available.

Best Practice

Entrances to large and highly used meeting or multi-purpose rooms to be equipped with power door operators.

Movable tables and chairs are recommended as they allow flexibility and accommodations to be made.

Note

Where furniture in meeting room is fixed, ensure the clear width of the accessible path of travel maintained at 1100 mm (minimum) and not obstructed.

For larger multi-purpose meeting rooms, consider ways to allow easy and logical subdivision of the room (e.g., partitioning using automatic movable walls, that provide acoustic and visual barriers.

6.2.1 Design and Layout

- locate on an accessible path of travel;
- identify meeting room location with appropriate signage;
- ensure a consistent accessible path of travel of 1100 mm clear width (minimum) is provided throughout space for circulation (**Figure 82**);
- provide a turning diameter of at least 1700 mm within high-use public meeting room;
- provide accessible tables and work surfaces with suitable knee clearances and seating, as identified in related sections;
- provide assistive listening systems, identified with signage and International Symbol for Hearing Loss;
- where servery or millwork are provided, ensure clear floor space is:
 - 915 mm wide by 1370 mm deep (minimum) for forward approach; and
 - 1525 mm wide by 915 mm deep (minimum) for side approach;
- ensure all audio-visual equipment, features, controls and related technology is usable by all participants and staff, where applicable, including the provision of instructions and guidance in alternative formats; and
- provide lighting in accordance with **Section 5.7 Lighting** requirements, as applicable, at work surfaces.

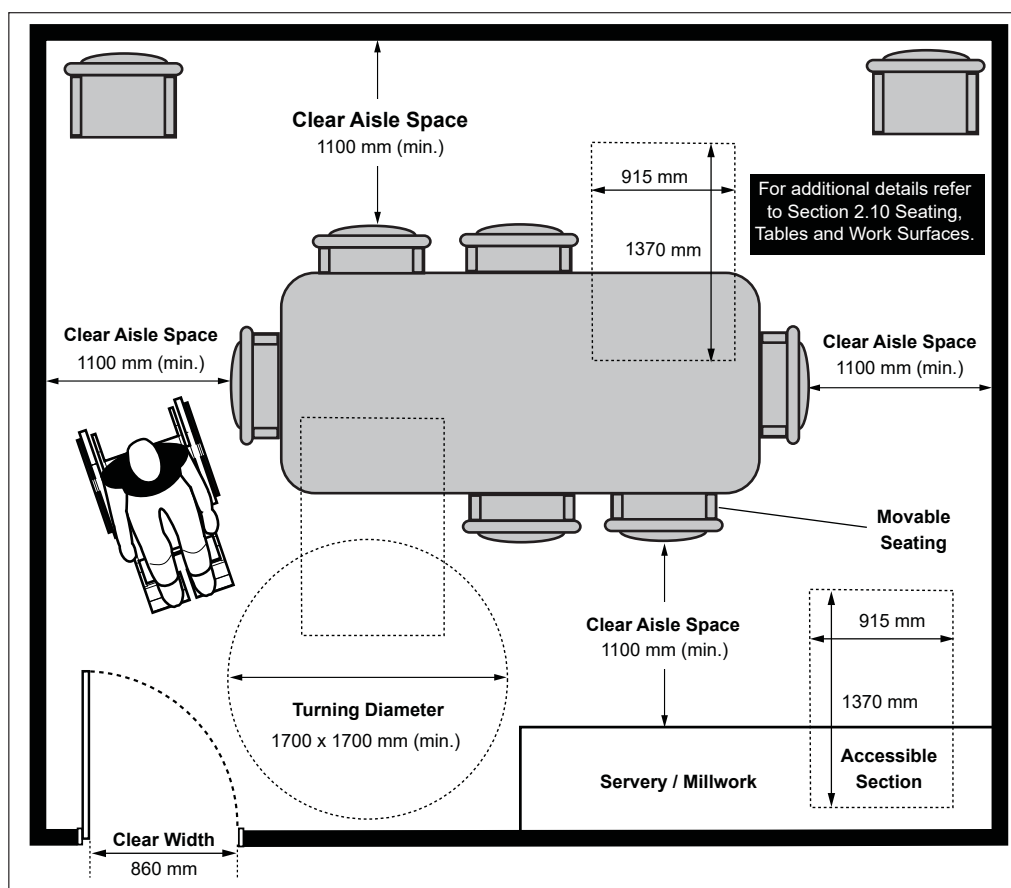


Figure 82: Typical High-Use Meeting Room Design and Layout



Cultural and Art Facilities

6.3

Application

This section applies to cultural and art facilities, which include, but are not limited to, art galleries, concert halls, theatres, museums and heritage sites.

Recognizing there are unique circumstances and challenges related to improving accessibility of heritage sites and facilities, additional considerations beyond architectural and physical design are often required. These can include staff training and awareness, additional use of technology and implementation of facility specific management policies and practices.

Reference

- Sec. 2.5 Overhanging and Protruding Objects
- Sec. 2.10 Seating, Tables and Work Surfaces
- Sec. 4.1 Entrances
- Sec. 4.2 Doors and Doorways
- Sec. 4.3 Interior Accessible Routes
- Sec. 5.1 Controls and Operating Mechanisms
- Sec. 5.2 Assistive Listening Systems
- Sec. 5.7 Lighting
- Sec. 5.8 Signage and Wayfinding
- Sec. 5.9 Self-Service Kiosks

Best Practice

Provide line drawings and photographs that complement any labels or text provided, to aid in comprehension for those with reading difficulties.

Provide exhibits and display labels in alternative formats (e.g., Braille or audio).

Refer to the Ontario Historical Society's "Accessible Heritage: An Accessible Toolkit for Ontario's Heritage Organizations and Institutions" (current edition).

6.3.1 Design and Layout

- a. ensure accessible path of travel is 1100 mm (minimum) wide throughout circulation space;
- b. where exhibits or displays follow a specific order, ensure circulation route is intuitive;
- c. provide floor plan or map, identifying accessible paths of travel, features and amenities, throughout the building to facilitate wayfinding;
- d. provide assistive listening systems in large assembly, meeting or performance areas; and
- e. where exhibits and displays are provided:
 - i. mount top surface of display cases at 915 mm high (maximum) from floor;
 - ii. provide clear floor space of 915 mm wide by 1370 mm deep (minimum) for forward approach and 1525 mm wide by 915 mm deep (minimum) for side approach in front of exhibits;
 - iii. ensure colour contrast is provided between the items exhibited and adjacent background;
 - iv. eliminate or minimize glare that may be reflected from display surfaces or covers;
 - v. provide exhibits and display labels in alternative formats (e.g., Braille or audio);
 - vi. ensure lighting level between 100 to 300 lux (10 to 30 foot-candles) is provided at display labels for reading; and
 - vii. where interactive displays are provided, ensure controls and operating mechanisms are mounted at 1100 mm high (maximum) from floor.



Interactive displays provide an alternative format to experience a space / exhibit.



Cafeteria and Dining Facilities

6.4

Application

This section applies to elements unique to cafeterias and dining facilities. Typical considerations include:

- serving line and seating areas with lower sightlines, reachable surfaces and displays for users of mobility aids;
- clear aisle and floor space for overall circulation; and
- independent access.

Reference

- Sec. 2.10 Seating, Tables and Work Surfaces
- Sec. 4.3 Interior Accessible Routes
- Sec. 5.1 Controls and Operating Mechanisms
- Sec. 6.11 Service Counters
- Sec. 6.12 Waiting and Queuing Areas

Note

Providing accessible customer service is especially important for this type of environment.

Best Practice

Provide clear floor space with turning diameter of 1700 mm, to allow both side and frontal approach of larger wheeled mobility aids such as powered scooters and wheelchairs.

6.4.1 Design and Layout

- provide a consistent accessible path of travel of least 1100 mm wide throughout spaces for circulation; and
- where layout of cafeteria amenities are dispersed, ensure clear floor space in front of food displays and dispensing equipment of:
 - 915 mm wide and 1370 deep (minimum) for forward approach; and
 - 1525 mm wide and 915 mm deep (minimum) for side approach.

6.4.2 Food Displays and Service Lanes

Where self-service food displays are provided:

- ensure clear aisle width between tray slide and separating rail is 1100 mm (minimum) (**Figure 83b**);
- provide tray slides mounted between 730 mm and 865 mm above floor;
- ensure at least 50% of shelves are mounted 400 mm to 1370 mm for unobstructed side approach (**Figure 83a**); and
- ensure maximum side reach of 500 mm deep.

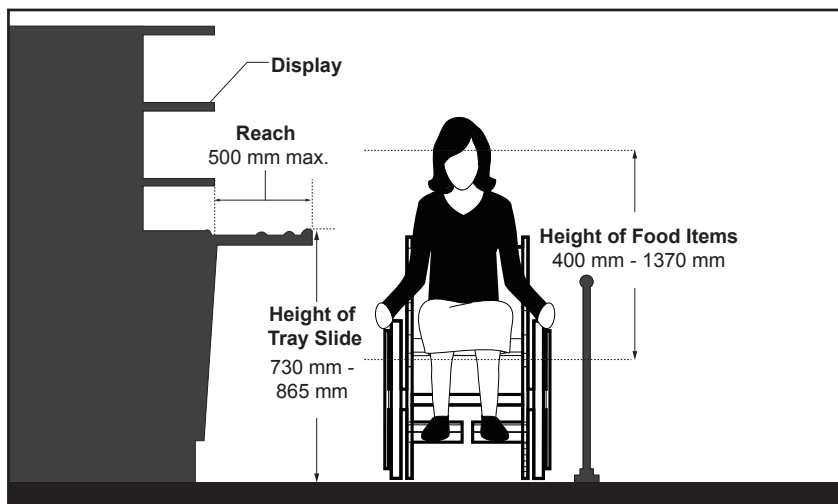


Figure 83a: Food Displays and Tray Slides - Section View

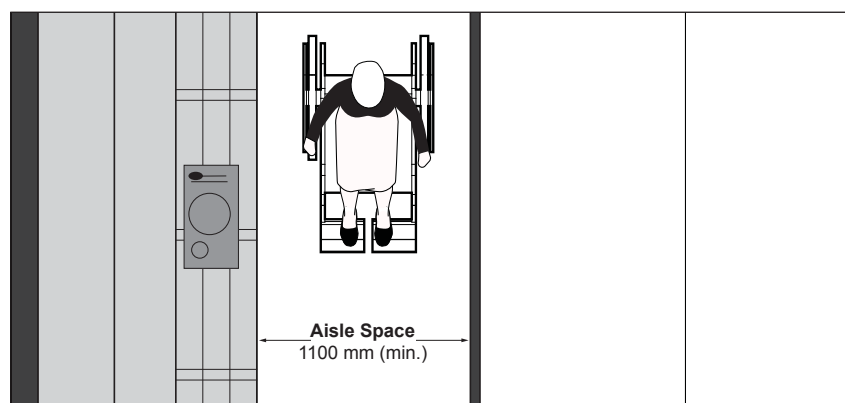


Figure 83b: Aisle Width - Plan View

6.4.3 Service and Payment Counters

- where provided, ensure at least one accessible service counter;
- provide a clear floor space for:
 - forward approach of 915 mm wide by 1370 mm deep; and
 - side approach of 1525 mm wide by 915 mm deep;
- ensure at least one payment machine is usable from a seated position with accessible operating features; and
- ensure staff are visible from a seated position, to assist users if required.

Best Practice

Refer to the AODA Accessibility Standards for Customer Service, Ontario Regulation 429 / 07.

Flexible seating and tables allow easier accommodations for all users.

6.4.4 Dining Areas

- ensure accessible seating spaces are provided for users of mobility aids;
- provide dining tables with clear knee space underneath table, as identified in relevant sections;
- provide a clear floor space of 1700 mm wide by 1700 mm deep (minimum) in front of dining areas; and
- provide informational and directional signage identifying accessible amenities, with International Symbol of Accessibility.



Clear aisle space and knee clearances provided at food displays and tray slides.



Accessible cafeteria seating area designated with International Symbol of Accessibility.



Kitchens and Kitchenettes

6.5

Application

This section applies to common-use kitchens and kitchenettes for public and staff, typically available as amenities in public facilities, such as office environments and community centres, where multi-purpose activity rooms are provided.

Reference

- Sec. 2.1 Ground and Floor Surfaces
- Sec. 2.10 Seating, Tables and Work Surfaces
- Sec. 4.3 Interior Accessible Routes
- Sec. 5.1 Controls and Operating Mechanisms
- Sec. 5.7 Lighting

Exception

This section does not address commercial kitchens or kitchens within private residences.

6.5.1 Design and Layout

- ensure floor surface is slip-resistant and has a non-glare finish; and
- ensure the following minimum clear floor space is provided directly in front of kitchen amenities and appliances, and to the one side where drawers or door open:
 - 915 mm wide by 1370 mm deep for forward approach;
 - 1525 mm wide by 915 mm deep for side approach;
- ensure all controls and operating mechanisms are mounted no higher than 1100 mm from floor; and
- ensure lighting level is at least 100 lux (10 foot-candles), with task lighting option also available (e.g., under counter).

6.5.1.1 Pass-Through or Galley Kitchens

For kitchens, where counters, appliances or cabinets are on two opposing sides or opposite a parallel wall (**Figure 84**):

- provide a clearance of at least 1500 mm between all opposing base cabinets, countertops or walls within kitchen work areas; and
- ensure two doorways or openings are provided, with one at each end and with 860 mm clear width.

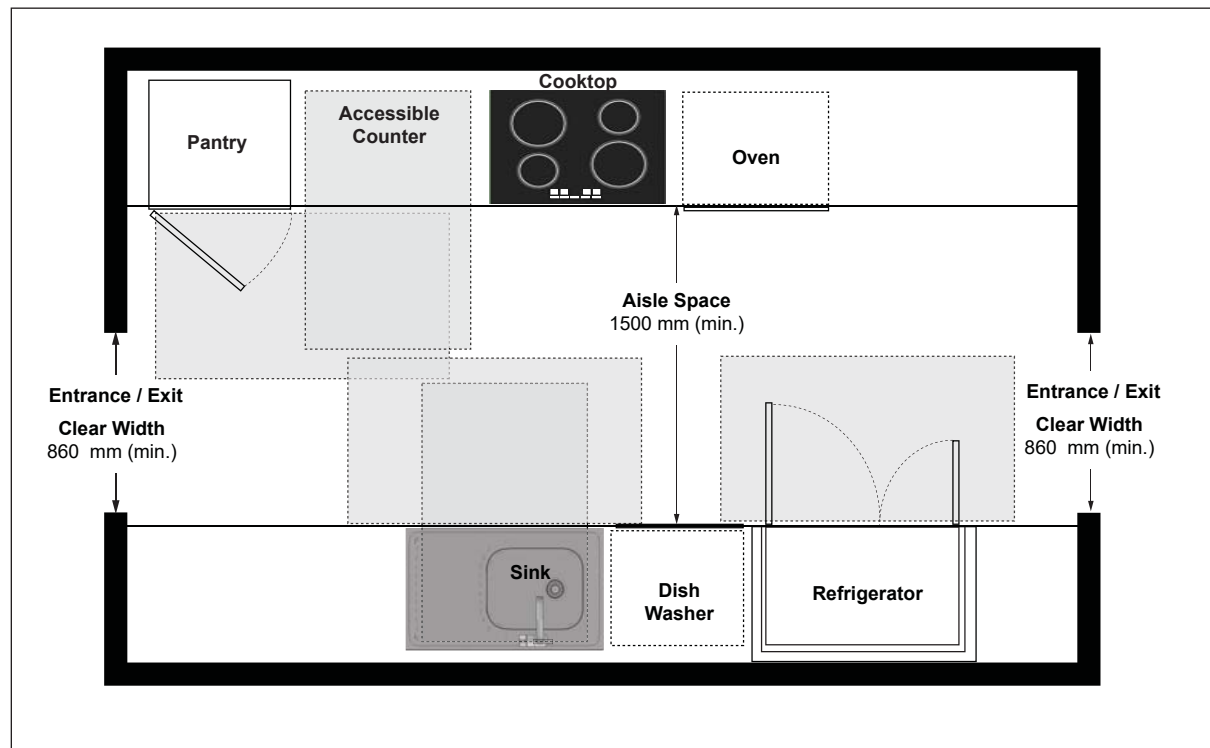


Figure 84: Pass-Through or Galley Kitchen - Plan View

6.5.1.2 U-Shaped Kitchens

Where kitchens are enclosed on three continuous sides (**Figure 85**):

- provide a clearance of at least 1500 mm between all opposing base cabinets, countertops or walls within kitchen work areas; and
- ensure entrance / exit clear width is at least 860 mm.

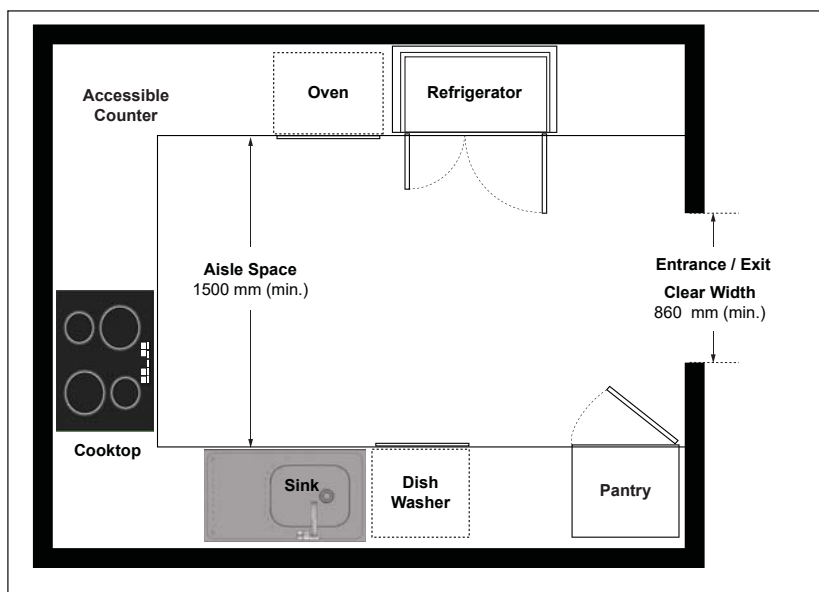


Figure 85: U-Shaped Kitchen - Plan View

6.5.1.3 L-Shaped Kitchens

Where kitchens are L-shaped (**Figure 86**):

- provide a clearance of at least 1500 mm between all opposing base cabinets, countertops or walls within kitchen work areas.

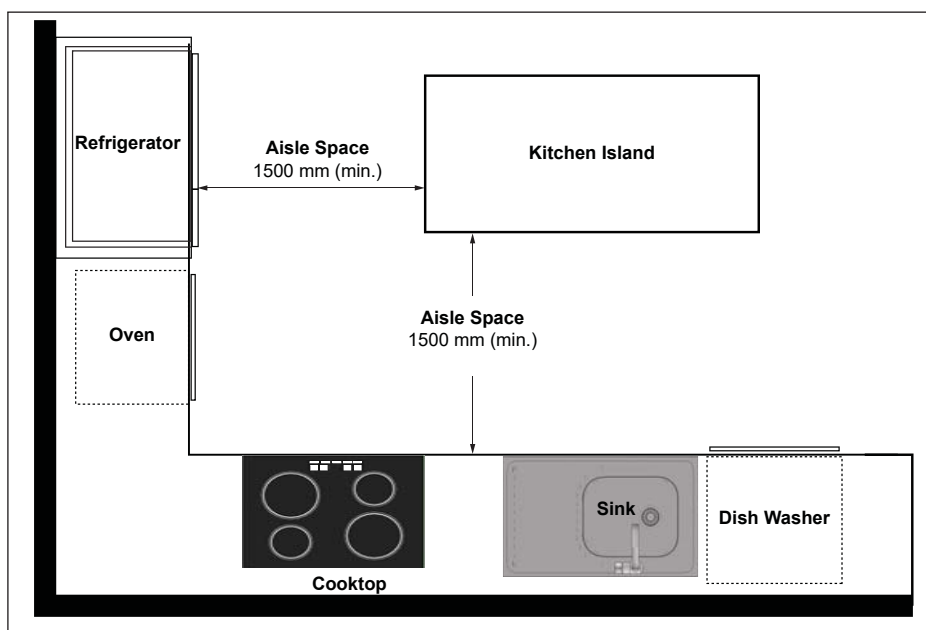


Figure 86: L-Shaped Kitchen - Plan View

6.5.2 Counters and Work Surfaces

For accessible food preparation counters and work surfaces:

- provide a high colour contrast between all cabinets, countertops, appliances and adjacent wall surfaces;
- ensure there are no sharp or abrasive surfaces underneath counter and work surfaces;
- ensure at least one (1) counter / work surface is accessible with:
 - dimension of 760 mm wide by 600 mm deep (minimum);
 - top surface between 730 mm and 865 mm high (**Figure 87**);
 - a centred knee clearance at least 480 mm deep, 760 mm wide and 685 mm high;
 - a clear floor space of at least 915 mm wide by 1370 mm, which may extend up to 480 mm underneath the counter / work surface; and
 - electrical outlets installed at the side or front of it.

6.5.3 Kitchen Storage

Kitchen storage includes but is not limited to shelves, storage cabinets and drawers. Where provided:

- ensure at least one (1) storage unit is 1100 mm (maximum) high from floor where it is mounted above a counter / work surface;
- provide accessible cabinet door hardware (e.g., D-type door pull):
 - mount no higher than 1100 mm from floor (**Figure 87**);
 - mount close to the bottom for upper cabinets and close to the top for base cabinets; and
- ensure toe space of 150 mm deep by 230 mm high (minimum) is provided at base cabinets, where provided (**Figure 87**).

Best Practice

Colour contrasted front edges on the counters help define the user space.

Provide a portable, accessible side counter unit for frequently used appliances and related amenities. This can also be an option for existing facilities.

An additional pull-out workboard below the standard counter surface is recommended.

Continuous countertops are recommended.

Full-height storage cabinets provide a good range of accessible storage.

“Lazy Susan” trays also provide accessible storage.

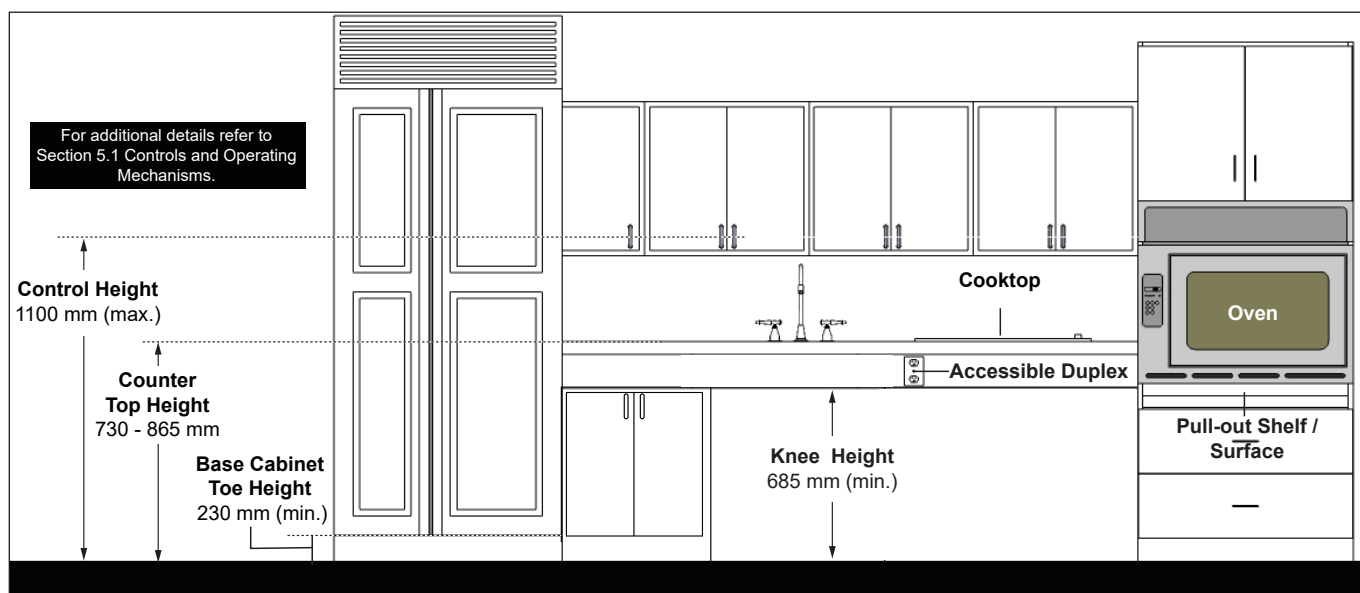


Figure 87: Kitchen Amenities

Best Practice

Faucets with a flexible hose attachment benefit a wider range of users.

Note

Cooktops with flat ceramic surfaces should not be used for people with low vision.

6.5.4 Sinks and Wet Bars

- a. install sink with its centreline at 460 mm (minimum) from a side wall;
- b. ensure the rim height of sink is located between 810 to 860 mm high above floor;
- c. provide knee clearance centred on the sink no less than 920 mm wide by 685 mm high by 200 mm deep;
- d. where toe clearance is provided, ensure it is 230 mm high by 230 mm deep (minimum);
- e. provide automatic faucet or lever-type controls that can be operated with one closed fist;
- f. ensure no sharp or abrasive surfaces under it;
- g. ensure hot water and drain pipes underneath sink are offset to the rear and do not obstruct the knee clearance; and
- h. where hot water and drain pipes abut the knee clearance, ensure pipes are insulated or covered to protect users.

6.5.5 Kitchen Appliances

Kitchen appliances include but are not limited to cooktops, microwaves, ovens, refrigerators and freezers (**Figures 87**).

6.5.5.1 Cooktops

Where provided:

- a. use appliance models where controls are located away from the burners (e.g., do not require reaching across heating surface to operate);
- b. ensure a clear floor space of 915 mm wide by 1370 mm deep (minimum), which may extend up to 480 mm underneath the cooktop, is provided;
- c. ensure top surface height is located between 810 and 860 mm from the floor;
- d. provide a knee clearance centred on the cooktop of at least 760 mm wide by 685 mm high by 200 mm deep, with additional toe clearance of 230 mm deep by 230 mm high (minimum);
- e. provide insulation or other protection on the underside where knee clearance is provided; and
- f. provide a work surface on each side and at the same height as the cooktop:
 - i. width of 400 mm (minimum); and
 - ii. ensure surface is heat resistant.

6.5.5.2 Ovens

Where provided (**Figure 87**):

- ensure oven controls are located on the front panels of oven;
- where microwave ovens are provided, mount at counter height;
- where ovens with side-hinged doors are provided:
 - provide heat resistant work surfaces with knee space below, adjacent to the latch side of oven door; or
 - incorporate a heat resistant pull-out shelf that pulls out 250 mm (minimum) below the oven; and
- where ovens with bottom-hinged doors are provided, provide work surface on one side of the door.

Best Practice

Wall ovens with side-opening door are not recommended.

Roll-out shelves or drawers improve access to the refrigerator contents.

Note

Models with freezers at the bottom are recommended, if an over-and-under refrigerator type is provided.

Additionally, floor space should be provided to pull up to the refrigerator / freezer in a mobility aid. This allows opening and closing of the door and ensures space to open the door.

6.5.5.3 Refrigerators and Freezers

Where provided:

- provide a self-defrosting freezer;
- provide a vertical side-by-side type refrigerator / freezer as they are more accessible;
- where an over- and-under type refrigerator is used, ensure the freezer shelf space is not more than 1100 mm high from the floor; and
- provide clear floor space in front of refrigerators / freezers, positioned for parallel approach immediately adjacent to refrigerator / freezer, with the centreline of the clear floor space offset 610 mm (maximum) from the front face (**Figure 88**).

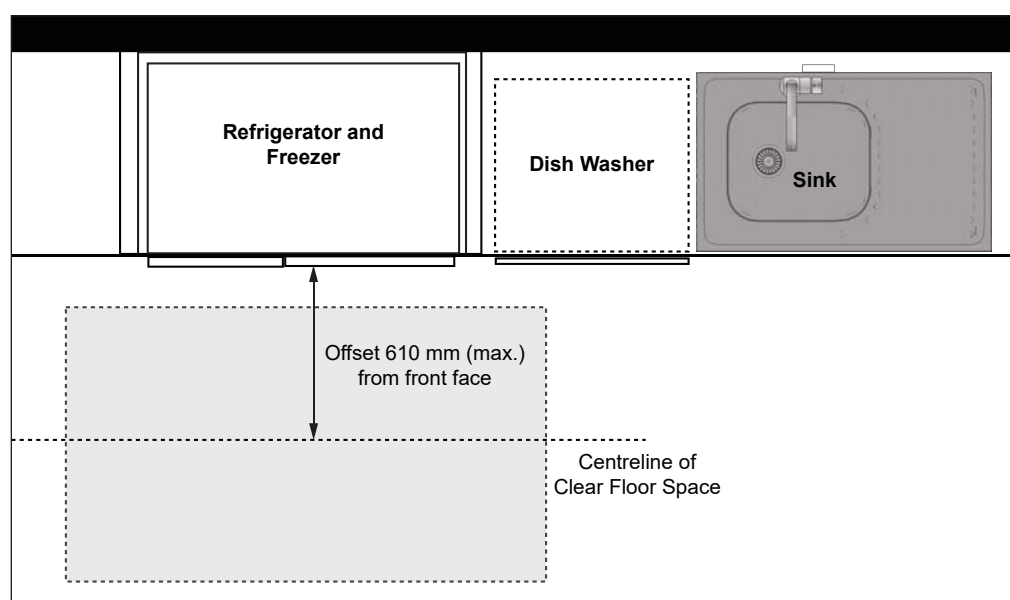


Figure 88: Clear Floor Space at Refrigerators and Freezers



Libraries

6.6

Application

This section applies to libraries or a designated room in a facility that is used for the same purpose.

It is recognized that libraries have unique space requirements in order to accommodate book stacks and reference materials at both high and low shelving heights. Shelving heights in collection areas with book stacks is unrestricted where City Staff are available to assist users when requested. Ensure Staff availability is coordinated as part of a formal Accessible Customer Service policy, practice or procedure that is in place for all Library facilities as required.

Reference

- Sec. 2.10 Seating, Tables and Work Surfaces
 - Sec. 4.3 Interior Accessible Routes
 - Sec. 5.1 Controls and Operating Mechanisms
 - Sec. 5.7 Lighting
 - Sec. 5.8 Signage and Wayfinding
 - Sec. 5.9 Self-Service Kiosks
 - Sec. 6.11 Service Counters
 - Sec. 6.12 Waiting and Queuing Areas
- AODA Customer Service Standard,
Ontario Regulation 429 / 07

6.6.1 Design and Layout

- provide a consistent accessible path of travel of at least 1100 mm wide throughout spaces for circulation;
- provide turning diameter of 1700 mm in order to allow users of mobility aids to make a 180° turn (**Figure 89**);
- where provided, ensure security gates have a clear width of 915 mm (**Figure 90**);
- provide at least one accessible service counter at circulation, information or self-service checkout areas;
- where online catalogues or other workstations are provided, ensure at least 50% are accessible;
- provide at least one assistive listening device to access all multi-media resources;
- ensure lighting level is at least 200 lux (20 foot-candles), measured at floor level;
- ensure acoustic quality is free of unnecessary background noise;
- provide informational and directional signage where any services or amenities for users with disabilities are available on different floor levels (e.g., Information or Customer Service Desks); and
- ensure library staff are provided with disability awareness / sensitivity training.

Best Practice

Clear width of 1800 mm is preferred at main circulation routes in order to accommodate higher volumes of traffic.

Where space is available, a clear floor space of 2500 mm is recommended to allow users of mobility aids to make a 180° turn within the aisle configuration.

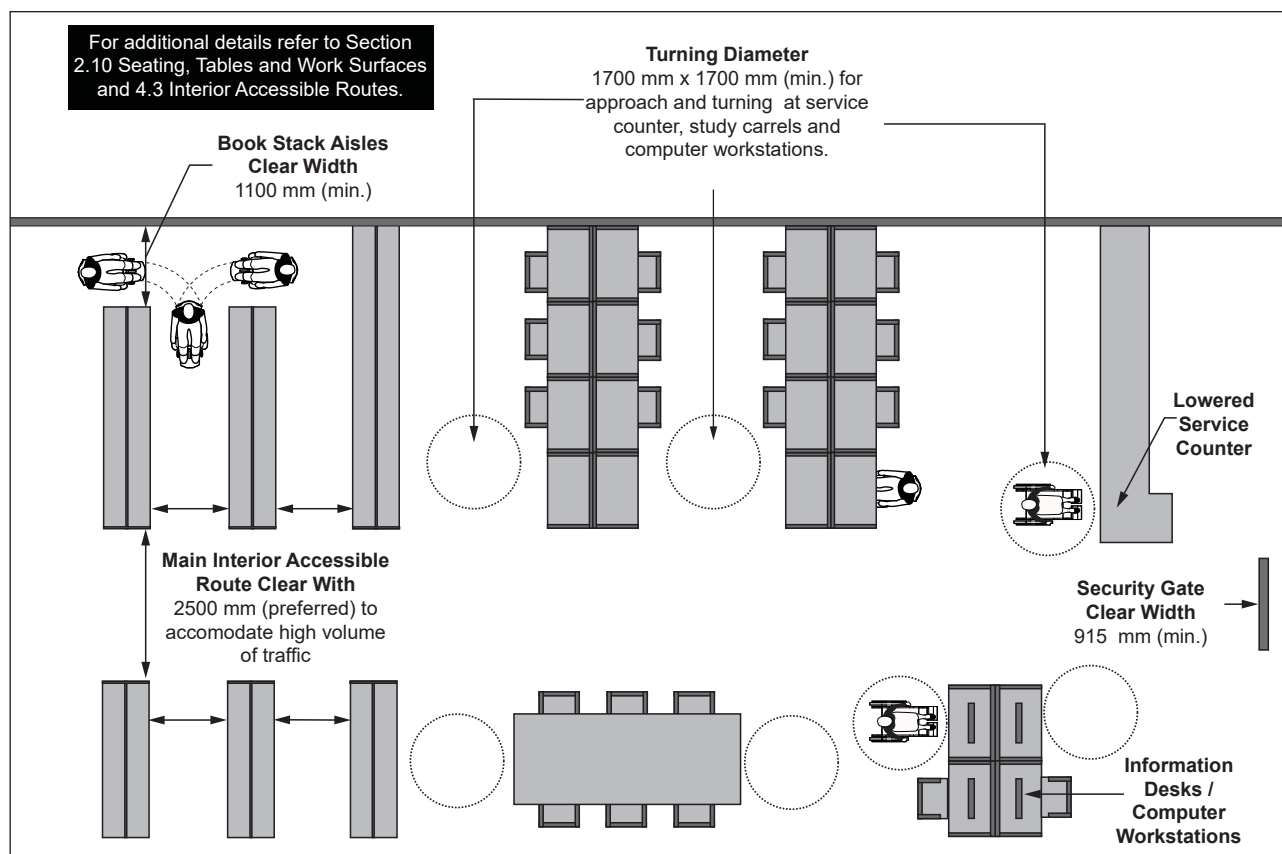


Figure 89: Library Design and Layout - Plan View

Best Practice

Where more frequently used or referenced materials are provided, such as newspapers, periodicals, pamphlets and community brochures for example, a mounting height between 400 mm and 1100 mm high is required to accommodate the reach ranges of diverse users, including small children, seniors and users of mobility aids.

Provide alternative formats for key resources based on user requests and through development of partnerships with other organizations (e.g., CNIB, Canadian Hearing Society). This includes considerations related to the availability of Audio Books on CD Rom for users with low literacy or who have a vision loss, as well as Closed Captioning options for any audio / visual media, for users with hearing loss.

Ensure accessible workstations have height adjustable surface and are equipped with assistive technology.

6.6.2 Book Drop Slots

- locate on an accessible path of travel;
- provide clear floor space in front of drop slot:
 - 915 mm wide by 1370 mm deep for a forward approach; and
 - 1525 mm wide by 915 mm deep for a side approach;
- ensure drop slot is colour contrasted with mounting surface;
- locate slot between 860 and 900 mm above the floor (**Figure 90**); and
- ensure slot controls are usable with closed fist and operable with one hand.

6.6.3 Book Stacks or Carousels

- ensure accessible path of travel of at least 1100 mm between aisles (**Figure 91**);
- ensure library policy is in place to provide assistance for users to access items that are too high or too low; and
- ensure large print collection and heavier materials are placed on lower shelves for easy access.

6.6.4 Reading Lounges and Study Areas

- provide a variety of seating options (e.g., flexible) for all users;
- ensure furniture provided is colour contrasted with surroundings;
- where study tables / carrels are provided, ensure at least 10% are accessible;
- ensure all study carrels and work surfaces provide suitable knee and toe clearances; and
- incorporate an electric outlet.

6.6.5 Assistive Technology

Provide assistive technology for library users with varying disabilities including but not limited to:

- accessible touch screens at an accessible height and within an accessible reach range, where provided;
- adaptive technology such as options for flexible mouse controls, scrolling features, and on-screen keyboards;
- specialized equipment for users with vision loss, including screen reading software (e.g., JAWS), scanner, and CCTV magnifiers;
- headphones or a standard audio jack within an accessible reach range;
- voice recognition software; and
- wireless internet connections ("Wi-Fi") and download centres that are accessible.

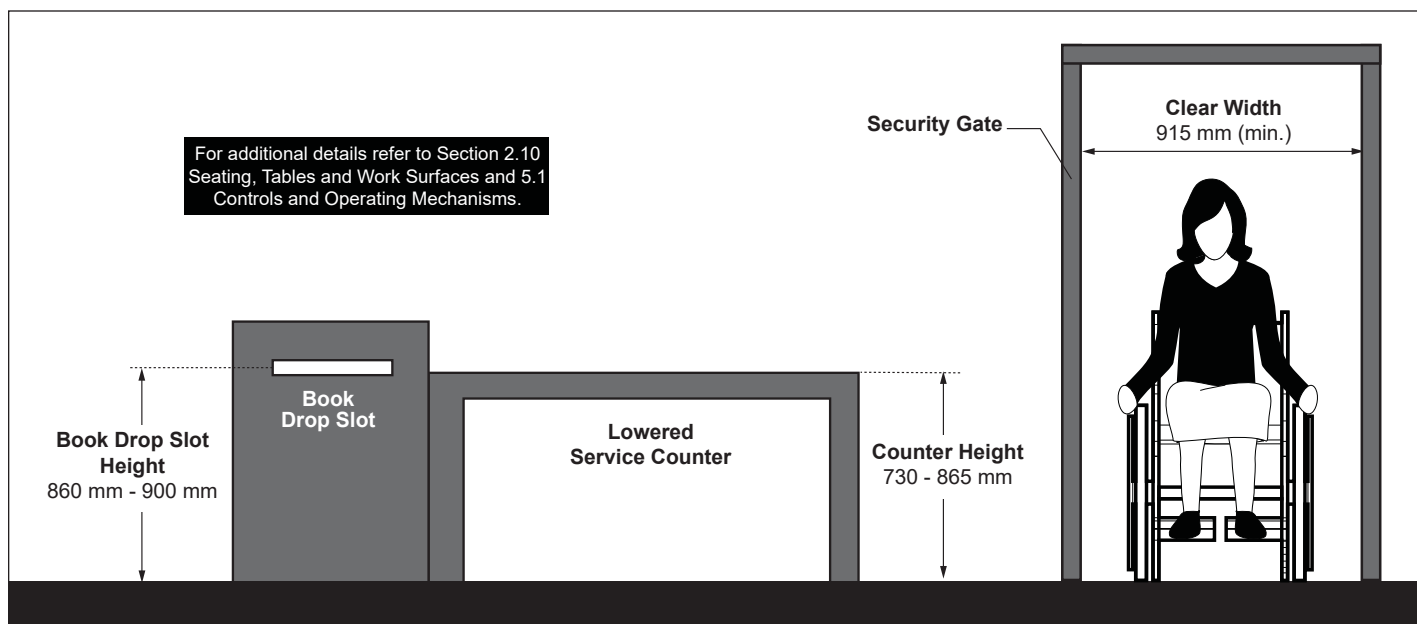


Figure 90: Library Security Gate, Service Counter and Book Drop Slot - Elevation View

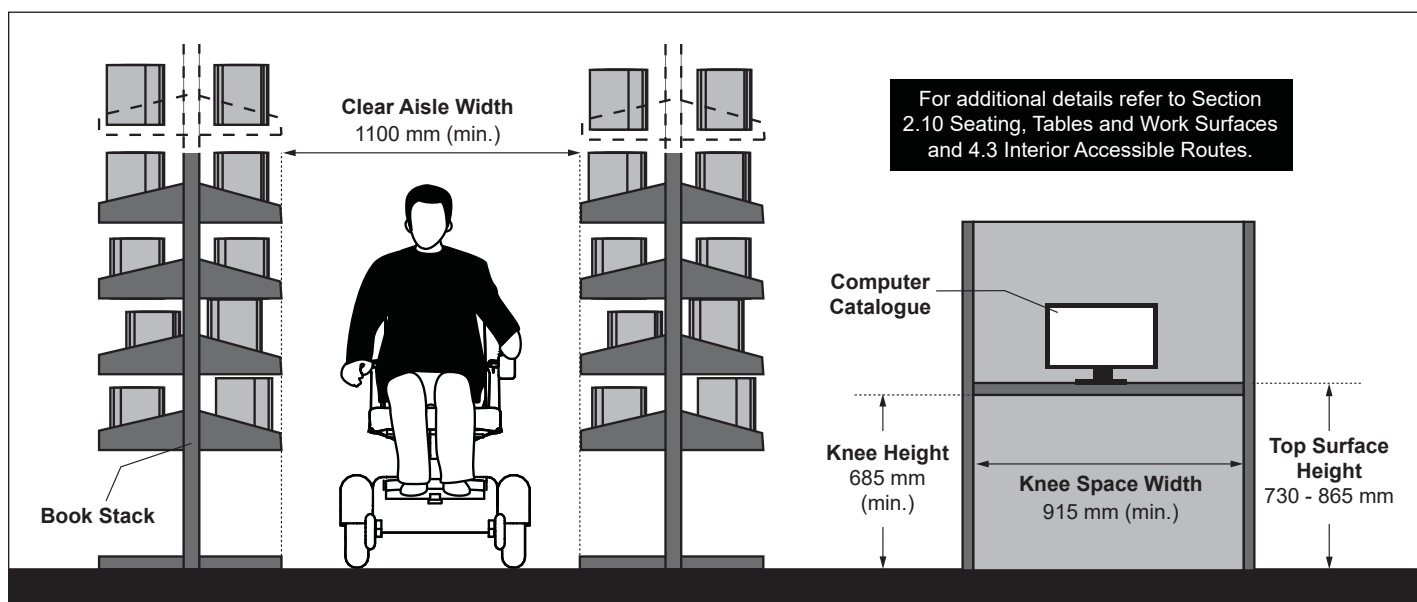


Figure 91: Book Stacks and Accessible Workstation - Elevation View



6.7

Application

This section applies to offices and related accessible work areas / workstations provided for public and / or staff use. Work areas typically include, but are not limited to:

- office systems furniture (e.g., modular partitions that separate work areas);
- private offices;
- print equipment and supply rooms; and
- storage rooms.

Reference

- Sec. 2.10 Seating, Tables and Work Surfaces
- Sec. 4.2 Doors and Doorways
- Sec. 4.3 Interior Accessible Routes
- Sec. 5.1 Controls and Operating Mechanisms
- Sec. 5.7 Lighting

6.7.1 Design and Layout

- ensure aisle space throughout circulation areas is 1100 mm (minimum) wide;
- ensure all doors within offices and common-use work areas have a clear width of 860 mm (34 in) (minimum);
- provide minimum clear floor space of 1700 mm wide by 1700 mm depth in front of accessible office equipment (e.g., photocopier); and
- ensure acoustic quality is free of background noise.

Note

Suitable aisle spaces are to be maintained along routes leading to accessible workstations and work areas.

6.7.1.1 Common-Use Work Areas

For accessible workstations in public areas (**Figure 92**):

- ensure the clear width of the entry to workstations is 860 mm (minimum);
- provide an accessible work surface with knee space clearance;
- provide interior clear floor space of 1700 mm wide by 1700 mm;
- ensure cabinet and storage unit controls are mounted no more than 1100 mm high from floor; and
- provide clear floor space of 915 mm wide by 1370 mm deep in front of office systems furniture (e.g., modular partitions that separate work areas) and storage for forward approach and 1525 mm wide by 915 mm deep for side approach.

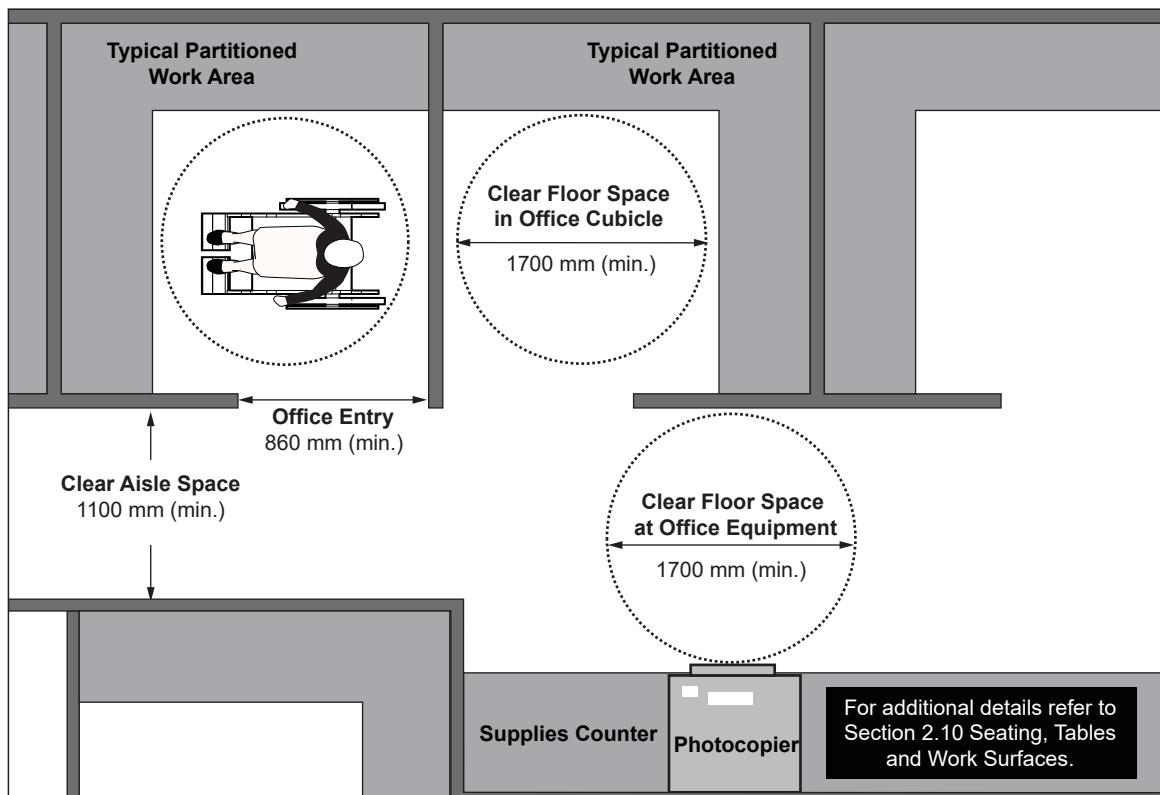


Figure 92: Common-Use Work Areas - Plan View

Recreational and Community Facilities

6.8

Application

This section applies to recreational and community facilities, whether indoor or outdoor, used by spectators, participants, volunteers, coaching staff and facility employees. Recreational and community facilities include, but are not limited to:

- courts (e.g., basketball, volleyball, tennis);
- fields (e.g., baseball, soccer, football);
- arenas (e.g., ice pad, skating rinks);
- aquatic facilities (e.g., swimming pools, spas, wading pools, splash pads, saunas);
- gymnasiums; and
- exercise and fitness facilities.

Criteria in this section requires detailed review and application based on the type of facility, level of use and number of features or elements provided (e.g., total number of change rooms).

Reference

- Sec. 2.1 Ground and Floor Surfaces
- Sec. 2.2 Ramps
- Sec. 2.3 Stairs
- Sec. 2.4 Guards and Handrails
- Sec. 2.7 Tactile Walking Surface Indicators
- Sec. 2.10 Seating, Tables and Work Surfaces
- Sec. 5.2 Assistive Listening Systems
- Sec. 5.8 Signage and Wayfinding
- Sec. 5.8 Self-Service Kiosks
- Sec. 6.1 Assembly Areas
- Sec. 6.9 Change Rooms
- Sec. 6.11 Service Counters
- Sec. 6.12 Waiting and Queuing Areas

6.8.1 Arenas

For access to ice pads and skating rinks in arenas:

- locate on an accessible path of travel;
- ensure a consistent accessible path of travel of 1100 mm clear width (minimum) is provided throughout space for circulation;
- provide at least one accessible entrance / gate to ice surface with clear width of 860 mm (minimum); and
- provide level access or beveled slope of 1:2 (maximum) between the ice pads or skating rinks and the arena.

6.8.2 Exercise and Fitness Facilities

- ensure accessibility features are provided, if available, for at least one of each type of equipment or machine;
- ensure a consistent accessible path of travel of 1100 mm clear width (minimum) is provided throughout space for circulation; and
- provide a clear floor space of 915 mm by 1370 mm (minimum) for a front approach or 915 mm by 1525 mm for a side approach on one side of exercise equipment to allow transfer.

6.8.3 Aquatic Facilities

6.8.3.1 Design and Layout

- ensure pool deck surfaces are firm, stable, slip-resistant and have a matte finish;
- ensure deck surface has running or cross slope gradient no steeper than 1:50 (2%) for drainage of water;
- provide recessed drainage tiles with openings no greater than 13 mm wide;
- provide an accessible path of travel around the perimeter of pool deck at 1100 mm (minimum) wide;
- provide tactile attention indicator (TAI) surfaces, 610 mm wide, to clearly delineate the perimeter of the pool deck and locate where any area contiguous to the pool deck may be confused with the deck (**Refer to Section 2.7, Tactile Walking Surface Indicators**);
- provide high tonal contrast on pool lane markers, related tie-off devices, starter blocks and any other permanent or temporary equipment (e.g., life-guard chairs, diving boards or platforms, safety equipment); and
- provide at least one accessible entry and exit point located away from any designated swimming lanes.

Best Practice

Design arenas for sledge hockey with accessible players boxes, where the boards can be removed. Refer to Sledge Hockey Accessibility Design Guidelines for Arenas.

Where space is available, provide a clear floor space of 1700 mm by 1700 mm for transfer to exercise equipment.

Provide an area for mobility aids or assistive devices to be stored so they do not obstruct circulation around pool deck.

For new construction, ensure sloped entry or ramp is provided. Transfer lifts are permitted as an option for existing facilities that cannot be retrofitted to provide a sloped entry or ramp.

Where possible, provide sloped entry or ramp with running slope of no more than 1:20 (5%).

Note

Extensions are not required on bottom landing as they can be a bumping hazard for swimmers.

6.8.3.2 Sloped Entry or Ramp

Where a sloped entry or ramp is provided to access pool:

- a. ensure the clear width of ramp is 1100 mm (minimum);
- b. ensure running slope is no more than 1:12 (8.33%);
- c. provide handrails on both sides:
 - i. ensure handrails run parallel to the slope of the ramp;
 - ii. mount between 865 mm and 965 mm high from surface, extending at top landing only (**Figure 93**);
- d. provide top and bottom landing of at least 1670 mm by 1670 mm;
- e. provide edge protection, with a curb 75 mm (minimum) high or railings or other barriers that extend to within 50 mm (maximum) of the floor surfaces;
- f. where a ramp that is not submerged is adjacent to the pool wall and is used for access to the water:
 - i. ensure the landing at the bottom of the ramp is 450 mm (minimum) but not more than 550 mm below the top of the wall separating the ramp from the pool;
 - ii. install a floor drain at the landing's lowest point;
 - iii. ensure the pool deck is capable of accommodating a movable barrier separating the deck from the ramp; and
 - iv. ensure the water depth at the landing is accurately and clearly marked at the landing in figures 100 mm (minimum) high on the top of the wall separating the pool from the ramp;
- g. where a ramp that is submerged is adjacent to the pool wall and is used for access to the water:
 - i. ensure water depth at the bottom of the ramp is at least 600 mm and not greater than 900 mm (**Figure 93**);
 - ii. provide a hard-surfaced area capable of accommodating a movable barrier separating the area from the deck, and is 750 mm (minimum) wide that is contiguous to the entire length of the part of the submerged ramp that pierces any part of the deck; and
 - iii. ensure the finishes in the submerged portions of the ramps and curbs are different in colour or shade from each other and from that of the pool walls and bottom.

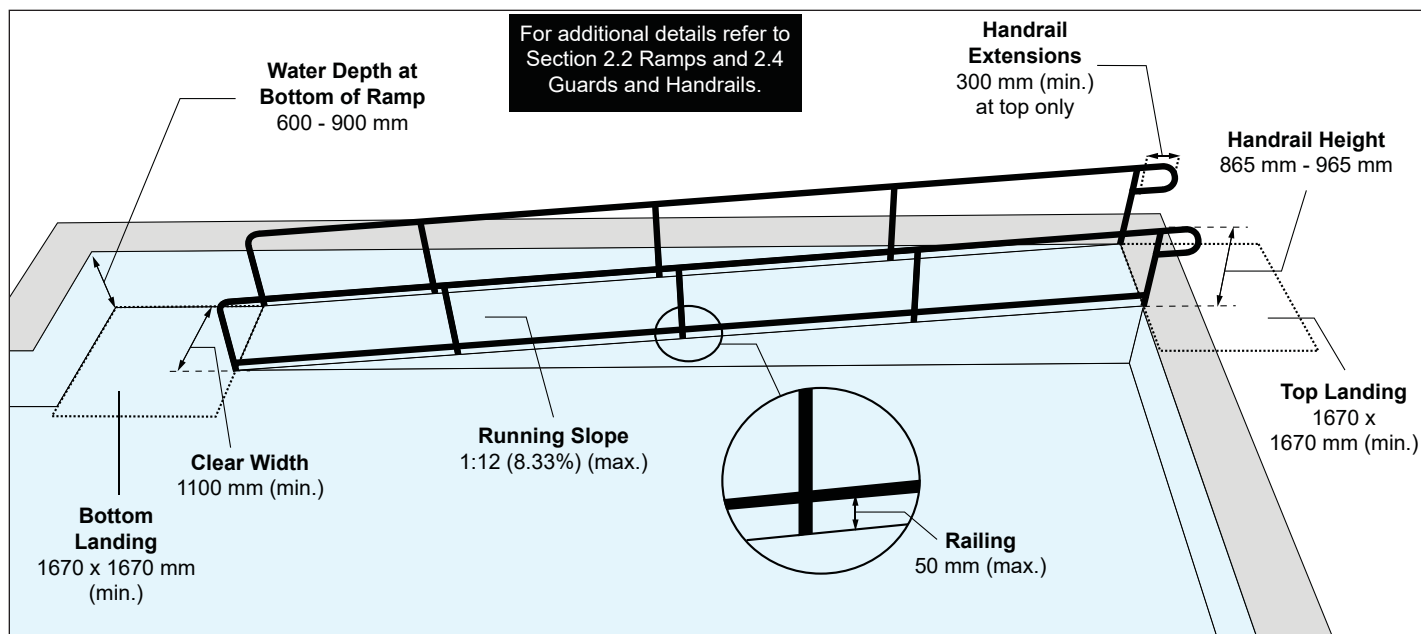


Figure 93: Sloped Entry or Ramp to Swimming Pool

6.8.3.3 Transfer Lifts

Existing facilities without ramps are encouraged to secure a fixed transfer lift to support client needs. Where transfer lift is provided:

- locate on an accessible path of travel and in shallow end, where water level does not exceed 1200 mm high;
- ensure the centreline of the seat for the transfer lift is located over the deck and at 400 mm (minimum) from the edge of the pool when in the raised position;
- ensure seat is firm with suitable padding, with a minimum width of 400 mm;
- provide a clear deck space of 1700 mm by 1700 mm on the transfer side of the lift;
- ensure lift is designed to be operable without assistance from both the deck and water and when in use, its controls and operating mechanisms are unobstructed and mounted no higher than 1100 mm from pool deck or water surface; and
- ensure single user lifts have a minimum weight capacity of 135 kg and capable of sustaining a static load of at least 1.5 times the rated load.



Transfer lifts can be used as a means of assisted entry and exit point where an accessible entry / exit point can not be provided.

6.8.4 Additional Requirements

Generally, the following spaces and facilities are also typically provided in recreational and community facilities:

6.8.4.1 Change Rooms

Where change rooms are provided:

- a. provide at least one universal change room to accommodate parents with children, companions or care givers of the opposite sex;
- b. where multiple occupancy change rooms provide changing stalls, ensure at least 10% but never less than one (1) changing stall is accessible for each type of change rooms provided (e.g., team change room, family change room, and referee change room); and
- c. ensure change rooms adhere to **Section 6.9, Change Rooms**.

6.8.4.2 Spectators' / Viewing Areas

Where spectators' /viewing areas are provided:

- a. provide level accessible seating spaces to accommodate users of mobility aids as per **Section 6.1, Assembly Areas**; and
- b. integrate assistive listening systems or visual equipment, depending on the type of venue.

6.8.4.3 Concessions

Where concessions are provided:

- a. ensure an accessible lowered counter section is provided with suitable knee clearances as per **Section 6.11 Service Counters**.



Change Rooms

6.9

Application

This section applies to change rooms, which may also be referred to as dressing / locker rooms or fitting areas, used by the public or staff. These spaces share common elements and design features. Typically, change rooms are provided in arenas, pools, fitness centres and related recreation / community centres.

Reference

- Sec. 2.1 Ground and Floor Surfaces
- Sec. 2.10 Seating, Tables and Work Surfaces
- Sec. 4.2 Doors and Doorways
- Sec. 4.3 Interior Accessible Routes
- Sec. 4.5 Washrooms
- Sec. 4.6 Showers
- Sec. 5.1 Controls and Operating Mechanisms
- Sec. 5.7 Lighting
- Sec. 5.8 Signage and Wayfinding

Note

The provision of Universal Change Rooms and / or Accessible Changing Stalls as part of Change Rooms and related areas is dependant upon the type of facility. For a Pool facility, often a combination of shared and private spaces are provided for change areas, which often also integrate washroom and shower facilities as part of the overall design. The total number of universal change rooms and / or accessible changing stalls should be identified based on the size and occupancy of each facility and the required fixture counts for washrooms and showers.

Best Practice

Clear width of 1800 mm is preferred at main circulation routes in change room in order to accommodate higher volumes of traffic.

6.9.1 Provision and Location

- a. provide at least one (1) universal change room where team or gender specific change rooms are provided;
- b. where multiple occupancy change rooms provide changing stalls, ensure at least 10% but never less than one (1) changing stall is accessible;
- c. locate universal change rooms and change rooms with accessible changing stalls centrally within a facility, along an accessible route; and
- d. where change rooms are not accessible, provide directional signage to indicate location of nearest accessible change room on the same floor.

6.9.2 Multiple Occupancy Change Rooms

- a. ensure entrance to change room provides a clear width of 860 mm (minimum);
- b. where doors are provided at entrance, equip with power door operators;
- c. provide a consistent accessible path of travel 1100 mm (minimum) wide throughout spaces for circulation in the change room;
- d. ensure a clear turning diameter of 1700 mm (minimum) is provided inside change room circulation area to allow users of mobility aids to make a 180° turn;
- e. ensure the floor surface is slip-resistant and allows suitable drainage;
- f. where washroom facilities are provided as part of a change room, provide accessibility design requirements, in accordance with **Section 4.5 Washrooms** requirements, as applicable;
- g. where shower facilities are provided as part of a change room, provide accessibility design requirements, in accordance with **Section 4.6 Showers** requirements, as applicable;
- h. where changing stalls are provided, ensure accessible changing stall is provided in accordance with **sub-section 6.9.4**;
- i. provide lighting in accordance with **Section 5.7 Lighting** requirements, as applicable; and
- j. provide an emergency call system with the following features:
 - i. includes an emergency sign containing the words “IN THE EVENT OF AN EMERGENCY PUSH EMERGENCY BUTTON AND AUDIBLE AND VISUAL SIGNAL WILL ACTIVATE” in letters at least 25 mm high with a 5 mm stroke, that is posted above the emergency button;
 - ii. consists of visual and audible signal devices both inside and outside of the change room that are activated by a control device inside the change room; and
 - iii. where facilities have the capacity and where staff is available, ensure the call system is linked to a display panel at a reception / information counter or to a centrally monitored station (e.g., security desk).

6.9.3 Universal Change Rooms

Universal change rooms are typically equipped with a universal washroom and an accessible shower. Where universal change rooms are provided:

- locate in the same vicinity as other change rooms (e.g., Men's, Women's & Family multiple occupancy washrooms) along the shortest accessible route;
- identify clearly with signage, including unisex pictogram (e.g., Male and Female) and the International Symbol of Accessibility;
- ensure floor surface is firm, stable and slip-resistant;
- provide a clear turning diameter of 1700 mm (minimum) (Figure 94);
- ensure the accessibility design requirements of a universal washroom in accordance with **Section 4.5.3 Universal Washroom** are provided;
- where a shower stall is provided, ensure an accessible shower is provided in accordance with **Section 4.6 Showers** requirements;
- 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.

Best Practice

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

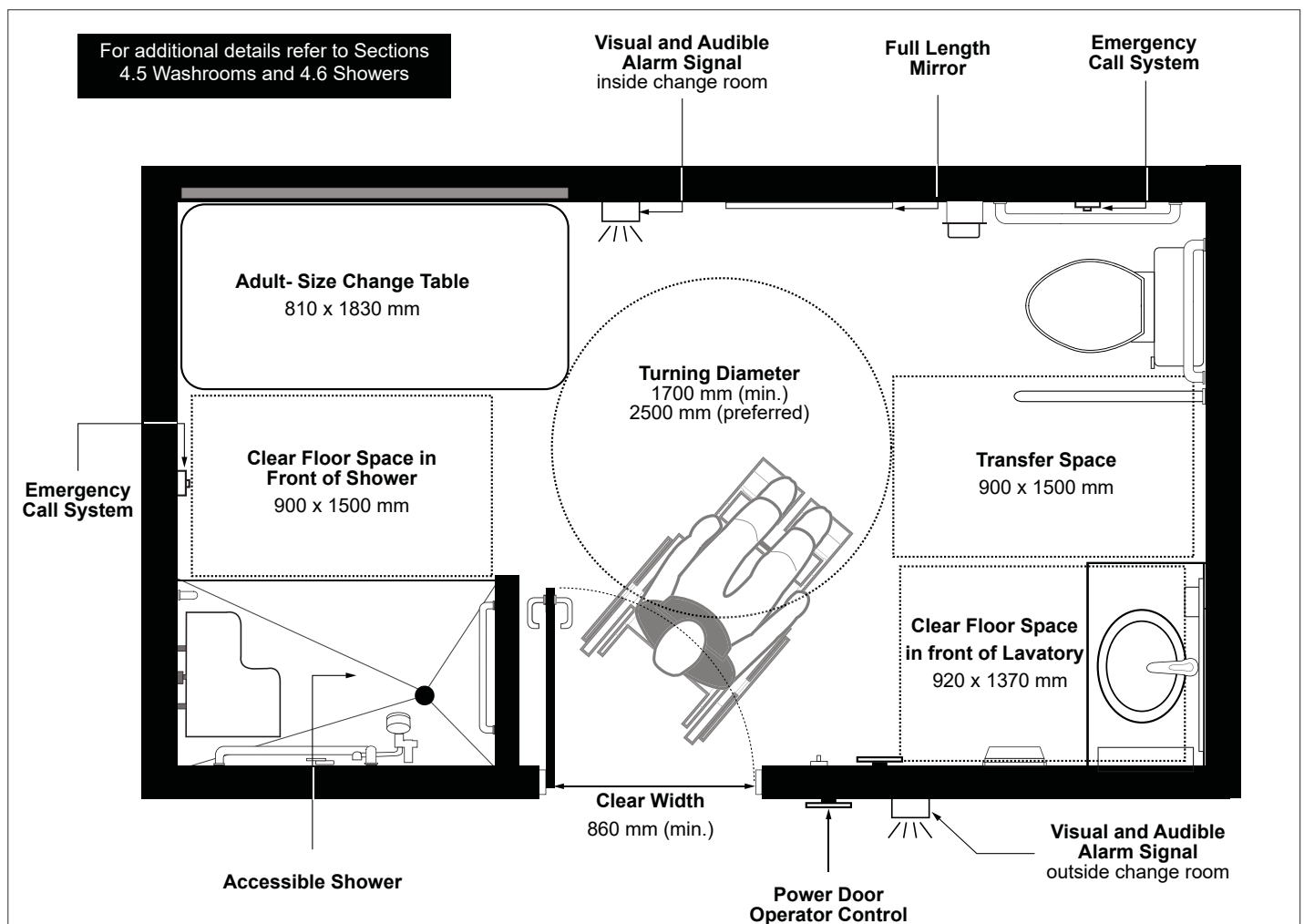


Figure 94: Universal Change Room

6.9.4 Accessible Changing Stalls

- a. identify clearly with signage (e.g., International Symbol of Accessibility);
- b. provide a clear turning diameter of 1700 mm (minimum) inside of the stall (**Figure 95a**);
- c. ensure floor surface is firm, level and slip-resistant;
- d. provide an entrance door or stall door with:
 - i. a clear width of 860 mm (minimum), when door is in an open position;
 - ii. a locking mechanism that can be locked from the inside and released from the outside, in case of emergency; and
 - iii. spring hinges or gravity hinges in the case of a stall door, so that door closes automatically, where the door swings outwards;
- e. provide a change bench 1830 mm long by 760 mm wide, mounted with top surface between 450 and 500 mm high;
- f. provide grab bars with specifications identified in Section 4.5.7 Grab Bars:
 - i. 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 95b**);
 - ii. install one horizontal grab bar, 1200 mm (minimum) long, mounted 750 to 850 mm high and centered on the long side of the bench;
- g. provide motion sensor for automatic illumination of the interior, and lighting in accordance with **Section 5.7 Lighting** requirements, as applicable; and
- h. include a full length mirror.

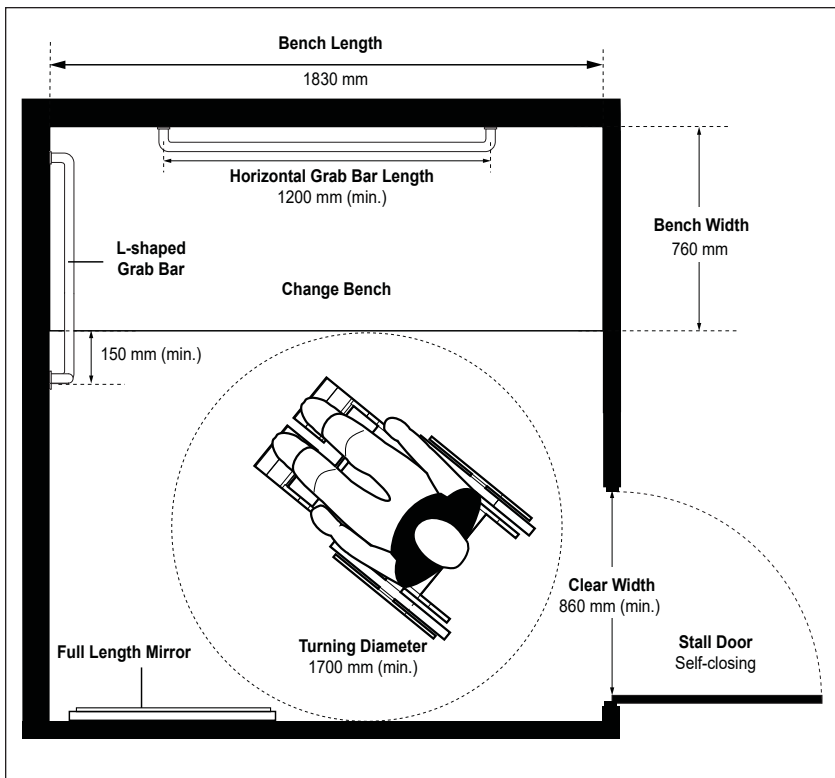


Figure 95a: Accessible Changing Stall - Plan View

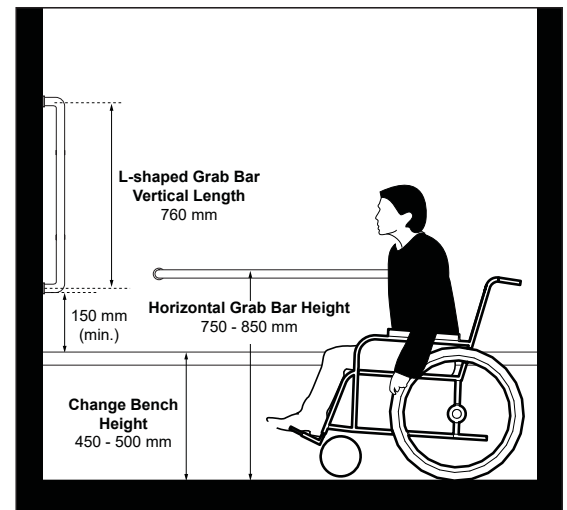


Figure 95b: Accessible Changing Stall - Elevation View

6.9.5 Change Room Amenities

Change room amenities typically include, but are not limited to: benches, lockers, showers, washrooms and related amenities / features (e.g., vanity counters with no lavatories).

6.9.5.1 Permanent Benches

Where permanent benches are provided:

- a. provide seat height of 450 to 500 mm above finished floor to allow users of mobility aids to transfer;
- b. ensure seat depth between 510 mm to 610 mm, with back support, unless seat surface is permanently positioned against a wall; and
- c. provide high colour contrast finishes to assist with distinguishing bench surfaces from surroundings.

6.9.5.2 Lockers

Where lockers are provided inside change rooms:

- a. ensure at least 10% of the total number of lockers but never less than one (both full and half height) is designated as accessible;
- b. ensure accessible lockers are evenly dispersed throughout the change room;
- c. identify accessible lockers clearly with signage (e.g., International Symbol of Accessibility);
- d. provide a clear floor space in front of accessible lockers of:
 - i. 915 mm wide at 1370 mm deep (minimum) to allow for a forward approach; and
 - ii. 1525 mm wide by 915 mm deep (minimum) to allow a side approach;
- e. mount bottom shelf between 400 mm and 1200 mm high from the floor in each accessible locker;
- f. ensure locking mechanism is mounted between 900 mm and 1100 mm high above floor; and
- g. ensure identification / number signage for all lockers:
 - i. is mounted no higher than 1500 mm (centre);
 - ii. provides lettering or number print size between 13 mm and 19 mm high, with either raised or recessed lettering; and
 - iii. provides a high colour contrast with the background.

6.9.5.3 Coat Hooks

Where coat hooks are provided:

- a. ensure at least 10% of coat hooks are mounted 1100 mm (maximum) high.

Best Practice

Where vanity counters with no lavatories are provided, provide at least one accessible vanity counter and seating position. This is determined based on the total number of vanity counters that are provided, their location in a change room, as well as the broader design context of the change room (i.e., adjacent spaces / uses, accessible route / doorway provisions etcetera). Additionally, other accessible amenities such as mirrors, electrical outlets / duplexes (e.g., for hair dryers), shelving, automatic dispensers / hand dryers and seating options are provided as part of an accessible vanity counter and seating position. Accessible vanity counter / seating positions must be free of obstructions below (i.e., no storage of maintenance or other items / equipment),

Refer to other sections of these standards that are applicable and that provide additional detailed requirements for accessible design.

Balconies and Terraces

6.10

Application

This section addresses spaces that may be used as exits and areas of refuge from public facilities, such as common-use balconies and terraces.

Reference

- Sec. 2.1 Ground and Floor Surfaces
- Sec. 2.4 Guards and Handrails
- Sec. 3.3 Exterior Paths of Travel
- Sec. 4.2 Doors and Doorways

Exception

This section does not address balconies and terraces within private residences.

6.10.1 Design and Layout

- locate on an accessible path of travel;
- ensure ground or floor surfaces are firm, slip-resistant with maximum gradient of 1:50 (2%) to permit drainage;
- provide depth of 2000 mm (minimum) (**Figure 96**);
- ensure threshold is beveled at slope of 1:2 (50%) (maximum), where transition is between 6 to 13 mm;
- ensure door stops and door sweeps do not prevent maneuverability;
- where doors open directly into a path of travel, provide cane detectable guards or other protective barriers located perpendicular to the door; and
- where guards are provided, design to facilitate visibility from seated position.

Note

Where spacers for drainage are provided, on ground surface, ensure maximum width of 6 mm between each.

Guards at balconies and terraces may consist of vertical pickets or glass.

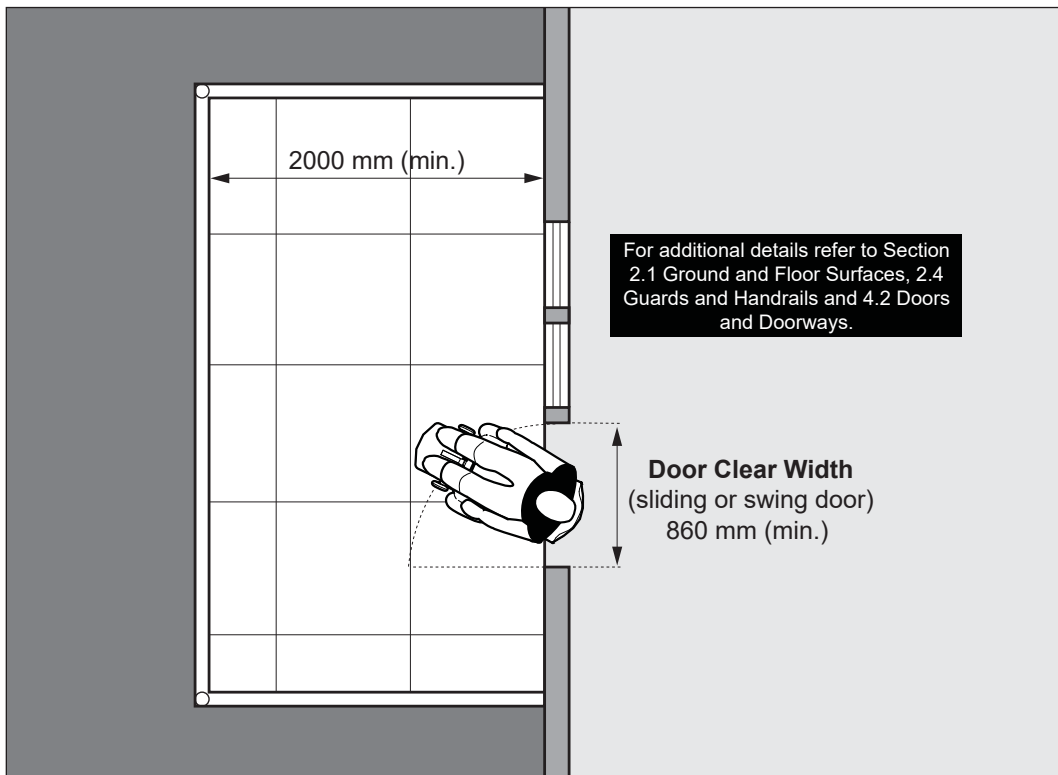


Figure 96: Balcony / Terrace - Plan View



6.11

Application

This section applies to service counters used by both the public and staff. Service counters may include, but are not limited to:

- reception desks;
- check-out counters;
- teller counters;
- security counters;
- information desks or kiosks; and
- food service counters.

Reference

- Sec. 2.9 Public Telephones
- Sec. 2.10 Seating, Tables and Work Surfaces
- Sec. 4.3 Interior Accessible Routes
- Sec. 5.8 Signage and Wayfinding

Note

A variety of service counter applications are provided in the built environment, with numerous options for accessible design.

6.11.1 Provision

- where a single queuing line serves a single or multiple counters, ensure each service counter is accessible; and
- where there are multiple queuing lines and service counters, ensure at least one (1) service counter is accessible for each type of service provided.

6.11.2 Design and Layout

- locate on an accessible path of travel;
- where there are multiple queuing lines and service counters, provide signage (e.g., International Symbol of Accessibility) to identify the accessible service counter(s),
- provide clear floor space in front of service counters of **(Figure 97a)**:
 - 915 mm wide by 1370 mm deep to allow forward approach;
 - 1525 mm wide by 915 mm deep to allow side approach;
- ensure service counter surface is colour contrasted compared with adjacent surfaces to identify counter when approaching;
- ensure lighting level is 150 lux (15 foot-candles) (average), measured at floor level; and
- provide a lowered counter usable from seated position:
 - with top surface mounted between 730 mm and 865 mm high above floor for seated use (e.g., writing);
 - ensure a clear knee space under the counter of at least 500 mm deep by 915 mm wide by 685 mm high **(Figure 97b)**; and
 - ensure maximum forward reach of 635 mm deep across top.

Best Practice

Provide clear floor space or ground surface with turning diameter of 1700 mm, to allow both side and front approaches by users of mobility aids, including larger wheeled mobility aids, such as powered scooters and wheelchairs.

Ensure sources of light (natural or artificial) are not positioned directly behind service counters as they place people in silhouettes, which is a problem for people who lip read and people with vision loss.

Ensure clear floor space, knee space and toe space is provided on each side of service counters for both public and staff use.

Ensure accessible service counters / desks are not used as storage space.

Note

For transaction counters where no writing is required, height of transaction counter of 1200 mm is acceptable. Where space is available, lowered counter is required.

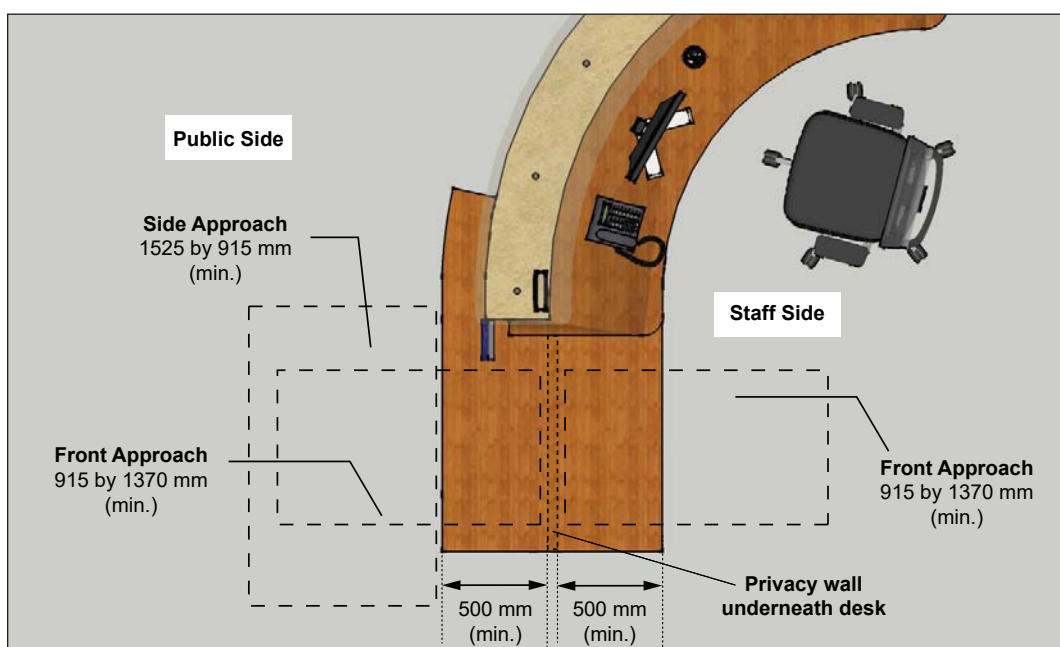


Figure 97a: Clear Floor Space Requirement at Accessible Service Counter - Plan View

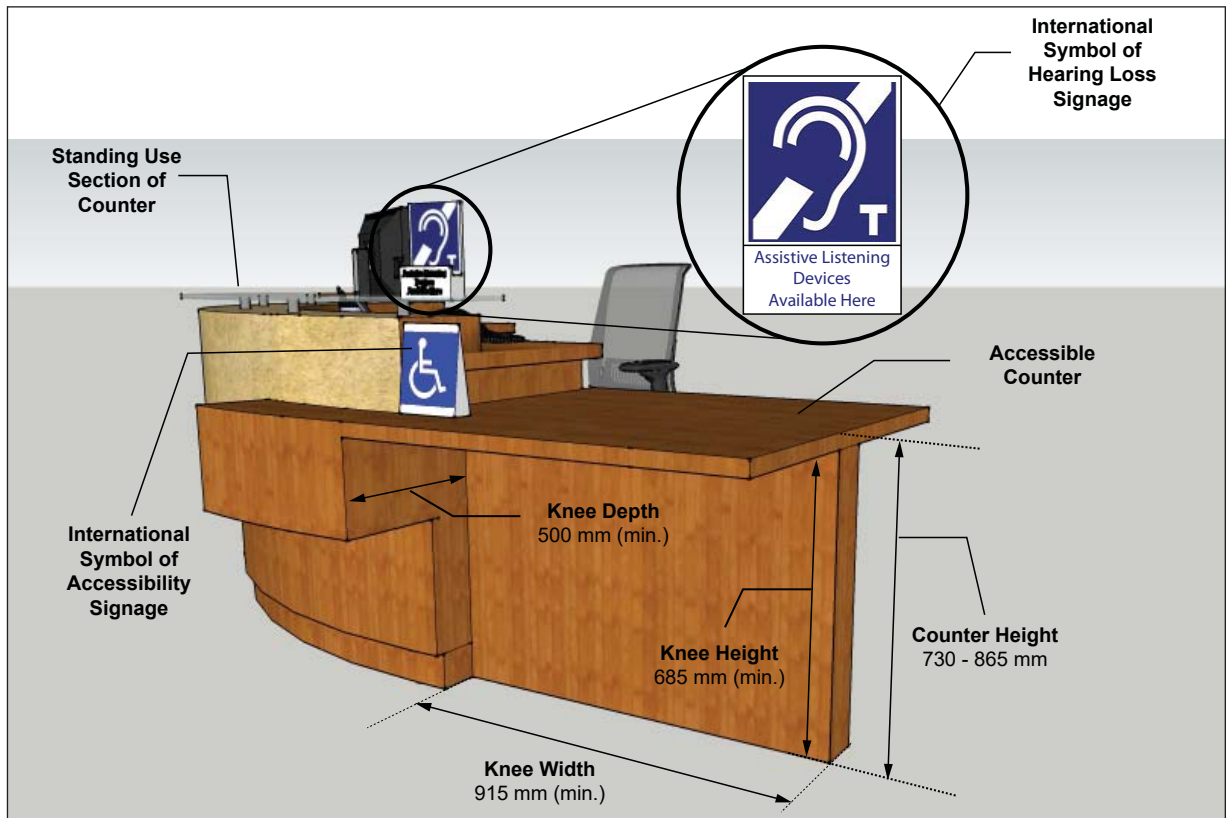


Figure 97b: Accessible Service Counter with Knee Clearances

Best Practice

Provide disability awareness / sensitivity training for staff where communication systems are provided to ensure proper use and interaction with customers with disabilities.

6.11.3 Communication Systems

Where communication systems are provided at service counters:

- ensure counter areas are well-lit to assist staff and visitors with hearing loss who may communicate by lip reading;
- where speaking ports are provided, provide at least one speaking port at 1000 mm high (maximum) from floor level;
- where no staff person is available, provide an information phone or call bell with information signage, with controls mounted at 1100 mm (maximum);
- integrate TTY service or alternate devices for visitors who are Deaf, deafened or hard of hearing;
- where assistive listening systems are available, ensure signage with International Symbol for Hearing Loss is provided to indicate devices are available for use; and
- where staff communicate from an enclosed counter behind glass, ensure the glazing does not reflect glare. Where appropriate install sliding windows that open fully to allow communication, whether verbal, through lip reading or use of sign language.



Waiting and Queuing Areas

6.12

Application

This section applies to all interior and exterior waiting, line-up and queuing areas, whether permanent or temporary.

Reference

- Sec. 2.4 Guards and Handrails
- Sec. 2.10 Seating, Tables and Work Surfaces
- Sec. 4.1 Entrances
- Sec. 4.3 Interior Accessible Routes
- Sec. 5.2 Assistive Listening Systems
- Sec. 5.3 Public Address Systems
- Sec. 5.4 Acoustics
- Sec. 5.8 Signage and Wayfinding
- Sec. 5.9 Self-Service Kiosks

Best Practice

Provide companion seating immediately adjacent to the accessible seating.

Provide tactile floor plan / directional map to assist users with vision loss with wayfinding throughout complex facilities.

Provide a range of seating options such as wider seats.

Note

Clear floor space for designated accessible seating must be positioned to allow shoulder alignment for user of mobility aid and person in adjacent seat.

6.12.1 Waiting Areas

Where waiting areas are provided:

- position the waiting area so that it is clearly visible when entering the facility;
- provide directional and informational signage to identify and guide users to waiting areas, where they may not be clearly visible when entering a facility;
- ensure a lowered counter with suitable knee clearance for users of mobility aids is provided, where there is a counter;
- where fixed seating is provided, ensure at least 3% of the seating is accessible but in no case fewer than one accessible seating space:
- where accessible seating is provided:
 - is located adjacent to and connected to an accessible path of travel;
 - is integrated with the overall layout of other seating that is provided in waiting areas; and
 - provides a minimum clear floor space of 915 mm wide and 1400 mm depth, adjacent to fixed seating / waiting area and away from the main path of travel, for users of mobility aids to position themselves, their equipment, a service animal, or maneuver throughout the space (**Figure 98**);
- ensure other seating provides variety of options, including back and arm supports for various users, and aligns with **Section 2.10, Seating, Tables and Work Surfaces**;
- provide a building directory for large facilities, especially where no rooms are assigned; and
- where lower coffee or telephone tables are provided adjacent to seating / waiting areas, ensure the top surface is 510 mm high (minimum), for reach from a seated position.

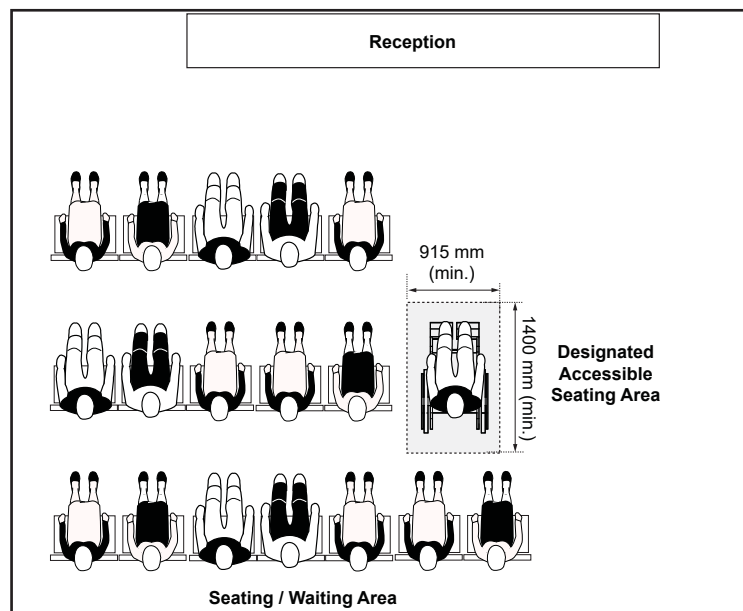


Figure 98: Waiting Area - Plan View

6.12.2 Queuing Areas

Where queuing areas are provided:

- locate on an accessible path of travel; and
- provide directional and informational signage to identify location of queuing area entry.

6.12.2.1 Fixed Queuing Guides

When providing fixed queuing guides:

- ensure clear width of 1100 mm (minimum) between guides (**Figure 99**);
- provide clear floor space of 1700 mm wide by 1700 mm deep (minimum), where queuing guides change direction and where they begin and end;
- ensure lower edge or base guides are cane-detectable, mounted at or below 680 mm from floor, with supports;
- provide a high colour contrast between guide surfaces and adjacent surroundings (e.g., for enhanced visibility); and
- ensure guides have a glare-free finish.

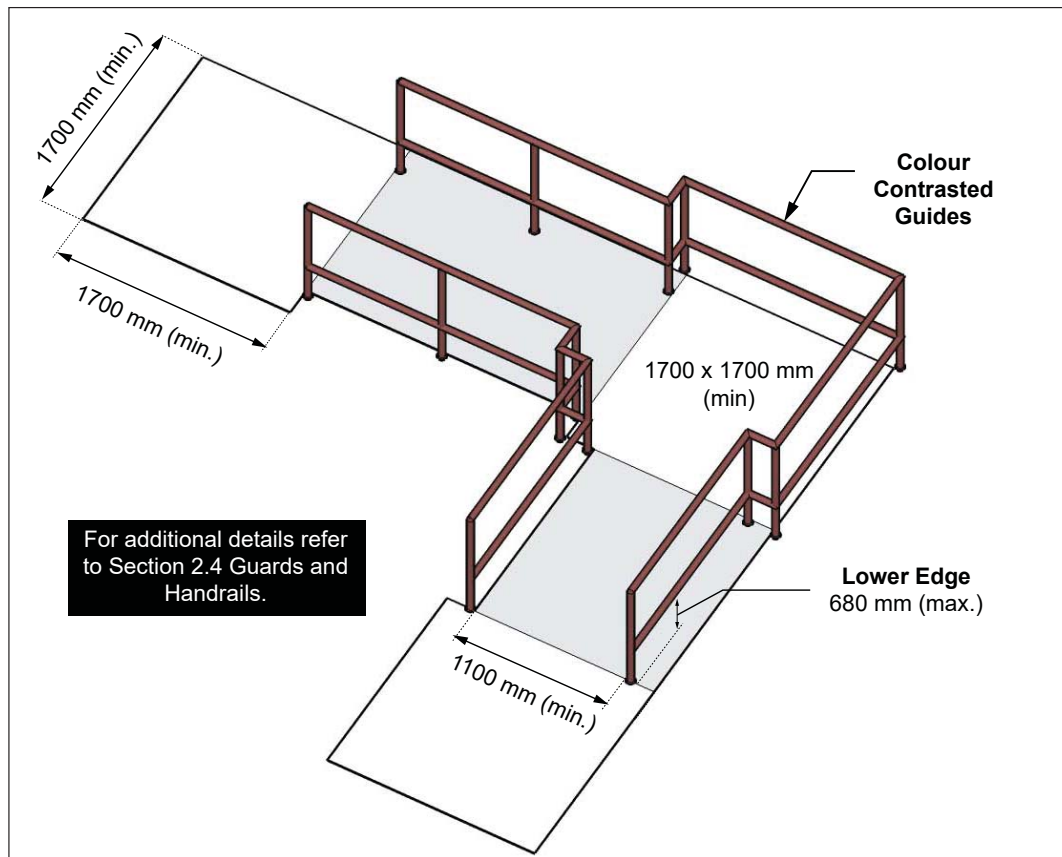


Figure 99: Fixed Queuing Guides

Best Practice

Where line-up guides are permanent and where there is a change in direction, directional indicators at floor level are recommended for users with vision loss.

Consider including rest areas with accessible seating along the queuing system, where queues are longer than 10 metres. Additionally, provide a rest area at the end of the queuing system for people to wait for companions who are queuing.

Note

Rope or flexible banding is not recommended for permanent queuing systems because they are more difficult to detect with a long cane and are unstable. When temporary queuing guides are provided, ensure they are cane detectable and stable.

Elevated Platforms or Stages

6.13

Application

This section applies to elevated platforms or stages for both interior and exterior environments. Stages are typically provided in auditoriums, theatres and lecture halls used for performances and presentations.

Reference

- Sec. 2.2 Ramps
- Sec. 2.3 Stairs
- Sec. 2.4 Guards and Handrails
- Sec. 2.7 Tactile Walking Surface Indicators
- Sec. 5.2 Assistive Listening Systems
- Sec. 5.4 Acoustics

Best Practice

Providing both stair and ramp access increases the flexibility for the use of stages by people with varying disabilities.

Note

Other considerations may include accessibility features for podiums and electronic equipment (e.g., microphone systems), that are provided.

6.13.1 Design and Layout

- locate on an accessible path of travel;
- ensure at least one accessible route is provided to both audience seating and backstage areas for public or staff use via a sloped walkway (preferred), ramp or lift;
- where stairs and steps are included in the design, ensure handrails and edge protection are provided as required;
- ensure lighting level is 100 lux (10 foot-candles) maximum, including provision of secondary task lighting sources that can be used as required; and
- provide tactile attention indicator (TAI) surfaces (**Refer to Section 2.7, Tactile Walking Surface Indicators**):
 - 610 mm from edge of elevated platform or stage, extending full length platform or stage (**Figure 100**); and
 - depth of 610 mm (minimum).

Best Practice

Lighting level of 200 lux (20 foot-candles) is recommended. This is beneficial for users who lip read or use Sign Language Interpretation.

Provide space for sign language interpreters and captioning on stages near speakers.

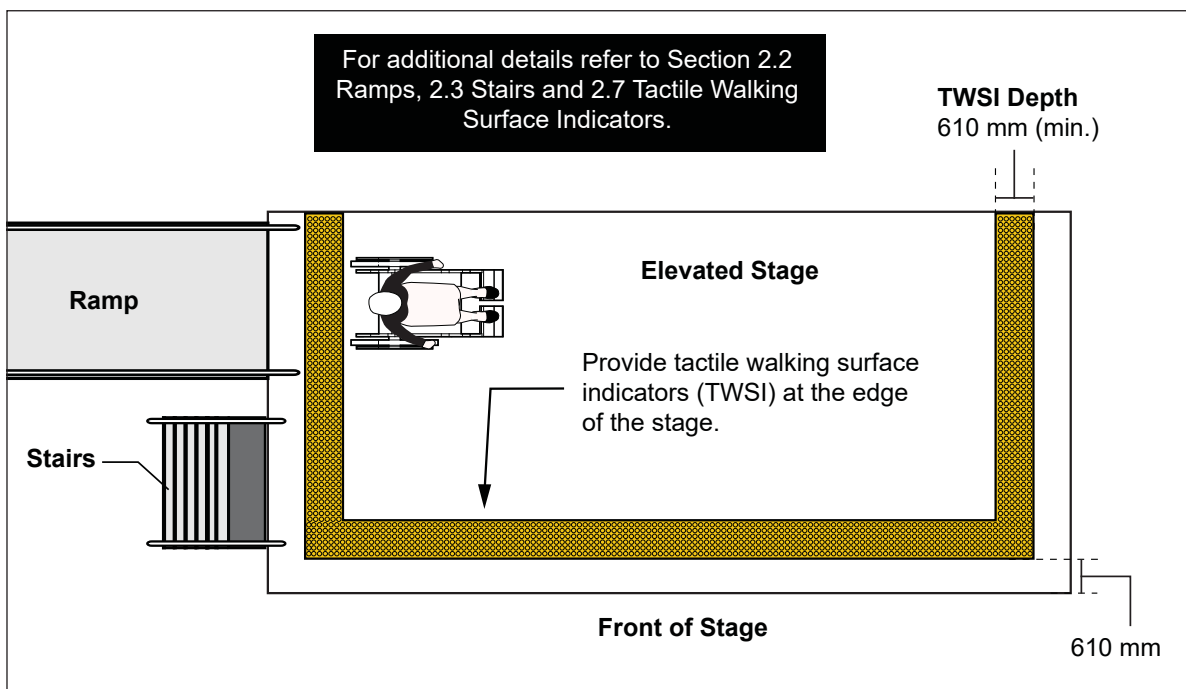


Figure 100: Elevated Platform or Stage - Plan View

Places for Prayer and Reflection

6.14

Application

This section applies to exterior and interior areas of places for prayer and reflection, including mosques and prayer rooms, for participants, leaders, staff or volunteers. Typical areas that require detailed accessibility features include:

- parking and passenger loading zones;
- entrance vestibules, coat rooms and elevating devices;
- main areas of a mosque, prayer / reflection room and circulation (e.g., pulpits, altars, and daises), as well as consideration for suitable flooring surfaces (e.g., carpeting / matting);
- seating (e.g., especially where shoe removal may be required), assembly and choir areas;
- offices, meeting rooms and community halls; and
- washrooms and other amenities such as kitchens and stages, or specialized facilities for ablution (e.g., washing / cleansing).

Refer to all other relevant sections of these standards that apply to exterior and interior design features / amenities of places for prayer and reflection.

Reference

- Sec. 5.2 Assistive Listening Systems
- Sec. 5.3 Public Address Systems
- Sec. 6.1 Assembly Areas
- Sec. 6.12 Elevated Platforms or Stages

Note

Issues related to heritage features may also need additional review and detailed inclusive design considerations, depending on the type of facility.



Outdoor Public Use Eating Areas

6.15

Application

This section applies to newly constructed and redeveloped outdoor public use eating areas at public facilities, which typically provide tables (e.g., picnic tables) intended for public use as a place to consume food.

Reference

- Sec. 2.1 Ground and Floor Surfaces
- Sec. 2.6 Rest Areas
- Sec. 2.10 Seating, Tables and Work Surfaces
- Sec. 3.3 Exterior Paths of Travel
- Sec. 4.5 Washrooms

Best Practice

Disperse the locations of accessible tables in outdoor public use eating areas to provide a choice for users with disabilities.

Consider fixing accessible tables and seating so that they cannot be moved to an inaccessible location.

6.15.1 Design and Layout

- ensure minimum of 20% of tables and no fewer than one (1) are accessible;
- locate adjacent to an accessible path of travel or trail;
- ensure ground surface leading to and under tables is firm, stable and no steeper than 1:50 (2%);
- provide directional signage at strategic locations to identify accessible tables and public use eating areas;
- ensure accessible tables provide suitable knee and toe clearances;
- provide a clear space of 2000 mm (minimum) on all sides of the table (**Figure 101a**);
- where washrooms are provided, ensure accessible features (e.g., at least one universal toilet room, per cluster of regular washrooms); and
- where barbecues are provided in outdoor public use eating areas, ensure they are placed away from the accessible path of travel and on a surface with high colour and textural contrast with the adjacent surfaces.

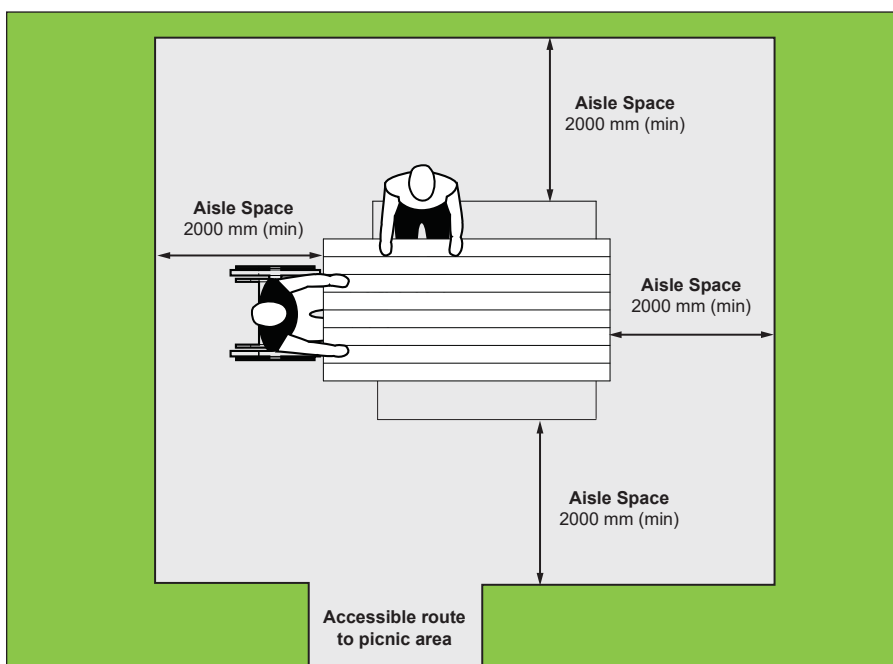


Figure 101a: Picnic Table Design and Features - Plan View



Figure 101b: Picnic Table Design and Features - Elevation View



Recreational Trails, Beach Access Routes and Boardwalks

6.16

Application

This section applies to:

- newly constructed and redeveloped recreational trails that the City intends to maintain, but it does not apply to trails solely intended for cross-country skiing, mountain biking or the use of motorized snow vehicles or off-road vehicles, wilderness trails, backcountry trails and portage routes;
- newly constructed and redeveloped beach access routes that the City intends to maintain, including permanent and temporary routes that are established through the use of manufactured goods, which can be removed for the winter months; and
- boardwalks that are part of newly constructed or redeveloped recreational trails and beach access routes that the City intends to maintain.

Reference

- Sec. 2.1 Ground and Floor Surfaces
- Sec. 2.2 Ramps
- Sec. 2.4 Guards and Handrails
- Sec. 2.5 Overhanging and Protruding Objects
- Sec. 2.6 Rest Areas
- Sec. 2.10 Seating, Tables and Work Surfaces
- Sec. 3.3 Exterior Paths of Travel
- Sec. 5.8 Signage and Wayfinding
- Sec. 6.15 Outdoor Public Use Eating Areas

Note

Trails are not considered the same as exterior routes, paths and walkways. Trails do not include pathways such as public sidewalks or pathways between buildings.

Best Practice

Trails with options for entry and exit at multiple trailheads typically can enhance accessibility when requirements of this section are integrated.

Note

A trailhead is a designated point of access that may contain a parking area, information kiosks, information signage, rest areas, washrooms, water fountains or other user amenities, which are typically reached by vehicular or pedestrian access.

6.16.1 Recreational Trails

6.16.1.1 Consultation Requirements

Before constructing new or redeveloping existing recreational trails, the City will consult with the Vaughan Accessibility Advisory Committee, the public, and persons with disabilities on:

- a. the slope of the trail and;
- b. the need for, and location of, ramps on the trail; and
- c. the need for, location and design of,
 - i. rest areas;
 - ii. passing areas;
 - iii. viewing areas;
 - iv. amenities on the trail; and
 - v. any other pertinent feature.

6.16.1.2 Designated Trailheads

- a. ensure designated trailheads with information signage are integrated as part of the trail design, at key entrance and exit points along the trail, intermediate areas on lengthy trails or decision points (e.g., changes in elevation or where there is option to go in multiple directions) where required. Typically, a case by case review and analysis is required, based on trail type, location and other conditions (**Figure 102**).



Figure 102: Example of Trail with Multiple Trailhead Options

6.16.1.3 Trail Entrance / Exit Points

- a. provide 850 mm to 1000 mm clear opening whether entrance includes a gate, bollard or other entrance design; and
- b. ensure entrances are maintained and clear of obstructions that can reduce the clear width of the entrance.

6.16.1.4 Trail Clear Width and Headroom

- provide clear width of 3000 mm (preferred / typical), or 1000 mm (minimum);
- where the clear width is less than 1800 mm, provide a passing space of 1800 mm wide by 1800 mm (minimum) long, at intervals no more than 30 m (**Figure 103**);
- ensure headroom clearance is 3000 mm (minimum) above the trail; and
- ensure no obstructions or projections along trail.

Note

Where trail width is minimal, ensure this occurs for the shortest distance possible.

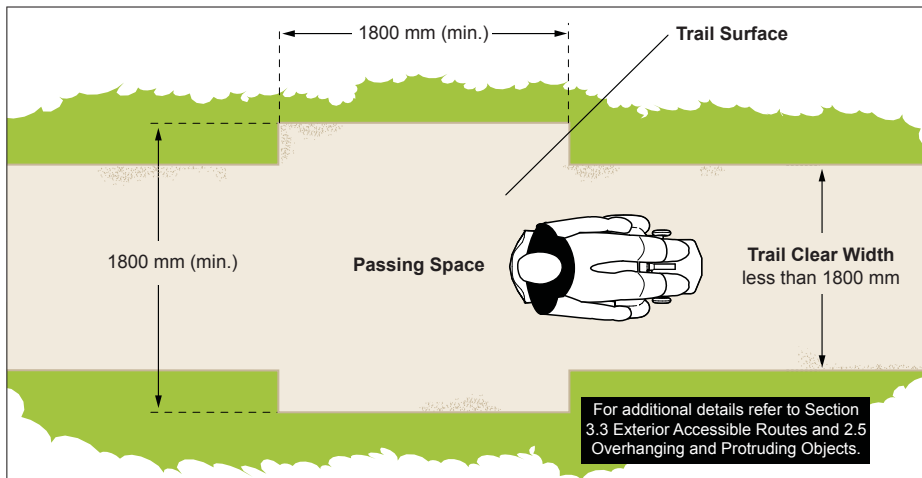


Figure 103: Trail Clear Width

6.16.1.5 Trail Surfaces

- ensure surface is firm and stable;
- ensure that openings do not allow passage of an object that has a diameter of more than 20 mm (13 mm diameter preferred), and that any elongated openings are oriented approximately perpendicular to the direction of travel;
- ensure resistance to damage by normal weather conditions, with ability to sustain typical wear and tear between planned maintenance cycles; and
- ensure type of surface used and expected conditions that may change over time are identified in information signage provided at trailhead.

6.16.1.6 Trail Running and Cross Slopes

- provide a running slope that is as gentle as possible, as permitted by the terrain, to minimize amount of strength and stamina required to use the trail; and
- ensure cross slopes are as gentle as possible, as permitted by the terrain, to provide an even surface for diverse users, including people using mobility aids or have difficulty with balance.

Best Practice

Where running or cross slopes exceed 1:20 (5%), provide level rest areas, 1800 mm by 1800 mm (minimum), every 30 m.

Note

For detailed guidance on trail surface design and slope requirements for unique conditions, refer to “Ontario’s Best Trails Guidelines and Best Practices for the Design Construction and Maintenance of Sustainable Trails for All Ontarians” resource document.

Note

Colour, texture and tonal contrast can be integrated to assist users with identification of edge protection.

Exception

Where there is a protective barrier that runs along the edge of a recreational trail that is adjacent to water or a drop-off, edge protection does not have to be provided.

Best Practice

Existing trails for which information has not been developed should be marked (e.g., temporary site signage) to indicate that the information is not yet available and the expected date it will be available.

Use multiple communication strategies to provide trail information, including on site (e.g., maps, trailhead kiosk or vertical signage), in alternate formats at key City locations, and online (e.g., City website or trail related websites, such as "Trail Explorer", www.trailexplorer.org).

6.16.1.7 Ramps

Where ramps are provided on trails:

- provide running slope no greater than 1:10 (10%); and
- with the exception of running slope, ensure compliance with ramp requirements from Section 2.2 and elsewhere in this document.

6.16.1.8 Edge Protection

Where recreational trails are constructed adjacent to water or a drop-off, provide edge protection with the following requirements:

- constitute of an elevated barrier that runs along the edge the recreational trail to prevent users from slipping over the edge;
- have the top of the edge protection at 50 mm (minimum) high above the trail surface; and
- be designed so as not to impede the drainage of the trail surface.



Example of protective barrier where there is a large elevation change or trail is adjacent to water feature.

6.16.1.9 Trailhead Signage

- For each trailhead along recreational trails, provide signage with the following information (**Figure 104**):
 - the length of the trail;
 - the type of surface of which the trail is constructed;
 - average and minimum trail width;
 - average and maximum running and cross-slopes;
 - the location of features and amenities, where provided; and
 - extreme or unique conditions (e.g., steep slopes, obstacles or narrow widths);
- ensure signage text has high tonal contrast with its background in order to assist with visual recognition, with text that includes characters that use a sans serif font.

Best Practice

Provide contact information at trailheads where the public can report any damages, safety hazards or vandalism on the trail.

Note

The information provided must be objective to allow users with or without disabilities to make an informed decision before using a trail. This recognizes varied conditions in trail environments but it also encourages the maximum use of trails.

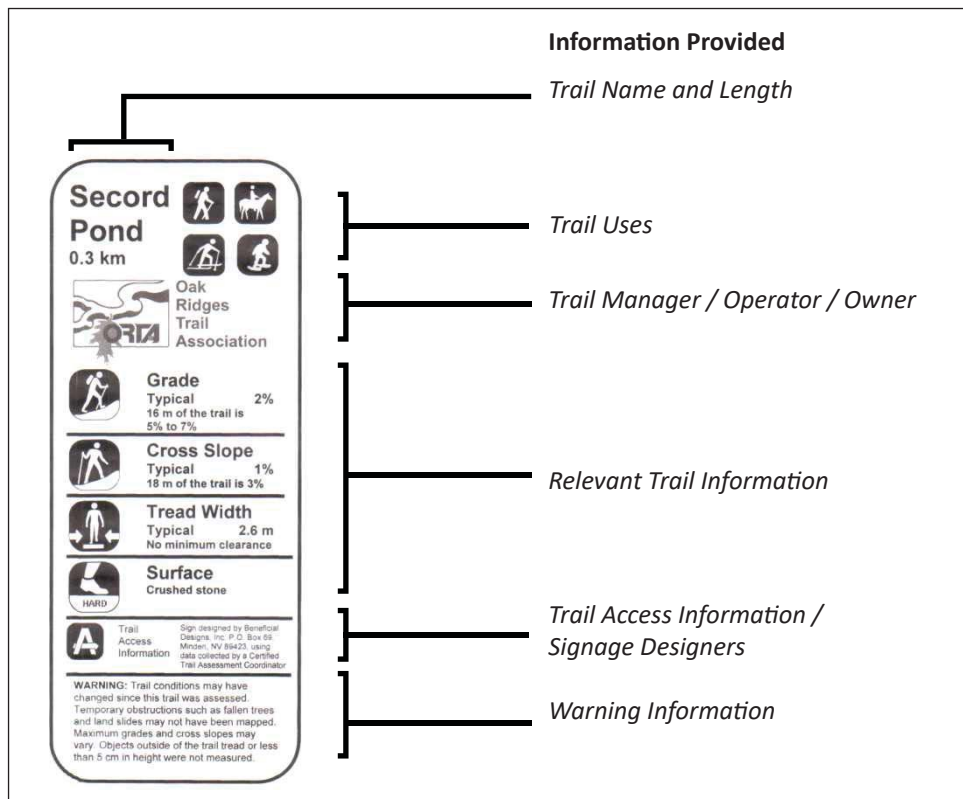


Figure 104: Example of Typical Universal Trail Assessment Process (UTAP) Signage

6.16.1.10 Other Media, Audible Signage and Sensory Experiences

- where other media such as park websites or brochures are used to provide information about the recreational trail, beyond advertising, notice or promotion, provide the same information identified on the trailhead signage, with consideration for the use smartphone, kiosk and tablet technology; and
- consider all options for audible signage (i.e., radio-frequency identification – RFID / blue-tooth) and other sensory experiences (i.e., use of sound, shade/sun, smell and tactile) for diverse users, including GPS-location type applications (“apps”), usable with or without WIFI, are smartphone compatible and consist of products / technology that is supported by advocacy groups representing users with diverse types of disabilities (e.g., hearing or vision loss / limited mobility or manual dexterity).

6.16.1.11 Understanding the Universal Trail Assessment Process (UTAP)

The UTAP was developed by Beneficial Designs Inc. and is considered an objective method of documenting trail conditions and evaluating trails accessibility levels.

The UTAP method relies on systematically evaluating trail measurements and data collected by auditors. Auditors begin at a station point (e.g., trailhead) and mark subsequent station points along the trail, which define trail segments.

Best Practice

Trail accessibility features should be assessed using the Universal Trail Assessment Process (UTAP).

Typically, station points occur where there is a change in the trail characteristics, such as at the beginning / end of a slope, at an intersection, or at a major feature. For each trail segment, key measurements (e.g., running slope, cross slope, surface, width and length of trail) are gathered using the “Segment Data Collection Sheet”.

After collection, the data is entered into the “Trailware” software, which formally evaluates the data based on the UTAP methodology and generates a Trail Access Information (TAI) report. This report can then be used to provide trail accessibility information to all users.

6.16.2 Beach Access Routes**6.16.2.1 Entrances**

- a. provide 1000 mm clear opening whether entrance includes a gate, bollard or other entrance design.

6.16.2.2 Clear Width

- a. provide clear width of 1000 mm (minimum); and
- b. provide headroom clearance of 2100 mm (minimum) above beach access route.

6.16.2.3 Surfaces

- a. ensure surface is firm and stable;
- b. ensure that openings must not allow passage of an object that has a diameter greater than 13 mm and that any elongated openings are oriented approximately perpendicular to the direction of travel; and
- c. where the surface of the route is constructed (e.g., not natural):
 - i. ensure surface has 1:2 bevel at changes in level between 6 mm and 13 mm;
 - ii. provide a maximum running slope of 1:10 (10%) at changes in level between 14 mm and 200 mm; and
 - iii. provide a ramp where changes in level are greater than 200 mm.

6.16.2.4 Running and Cross Slopes

- a. ensure the running slope is 1:10 (10%) (maximum);
- b. ensure the cross slope is 1:50 (2%) (maximum), where the surface area of the beach access route is constructed (e.g., not natural); and
- c. where surface area is not constructed, ensure the maximum cross slope is the minimum slope required for drainage.

6.16.2.5 Ramps

Where ramps are provided on beach access routes:

- a. provide running slope no greater than 1:10 (10%); and
- b. with the exception of running slope, ensure compliance with ramp requirements from Section 2.2 and elsewhere in this document.

6.16.3 Boardwalks

Where a recreational trail or beach access route is equipped with a boardwalk, apply the following requirements:

6.16.3.1 Clear Width

- a. provide clear width of 1000 mm (minimum);
- b. where the clear width is less than 1800 mm, provide a passing space of 1800 mm wide by 1800 mm (minimum) long, at intervals no more than 30 m; and
- c. ensure headroom clearance is 2100 mm (minimum) above the boardwalk.

6.16.3.2 Surfaces

- a. ensure surface is firm and stable; and
- b. ensure that openings must not allow passage of an object that has a diameter of more than 20 mm (13 mm diameter preferred), in any direction and that any elongated openings are oriented approximately perpendicular to the direction of travel.

6.16.3.3 Running and Cross Slopes

- a. ensure the running slope is 1:20 (5%) (maximum);
- b. where the running slope is steeper than 1:20 (5%), the running slope must meet the requirements for ramps identified in this section; and
- c. ensure the gradient of the cross slope is the minimum required for drainage.

6.16.3.4 Edge Protection

- a. provide edge protection that is 50 mm (minimum) high; and
- b. ensure the design allows suitable drainage of boardwalk surface.

Recreational Trail Design Checklist

6.17

Application

The information in this Checklist is intended to assist City Staff when reviewing key design options for providing accessible recreational trails for users of all ages and abilities.

A formal accessibility assessment of recreational trails, using the Universal Trail Assessment Process (UTAP), is recommended for existing recreational trails. The UTAP is considered an objective method of documenting trail conditions and evaluating accessibility levels for diverse users and is recognized as a current best practice.

Best Practice

The most significant barrier to trail accessibility is a lack of information about the recreational trail conditions. Providing such information will encourage participation and increase independence in trail use. Information on conditions affecting accessibility (e.g., grade, surface and obstacles) will also allow enhanced planning for assistance if required.

Note

Refer to Section 6.16 Recreational Trails, Beach Access Routes and Boardwalks, for detailed information on accessibility criteria for recreational trails and the UTAP.

Recreational Trail Design Checklist

The following checklist is intended for use by City Staff when reviewing key accessibility design options for new trails. Additional considerations are required for reviewing existing trails (e.g., applying the UTAP), recognizing the variety of trail types and environments that are available.

General Information

Reviewed By

Reference (I.D. # / Park Name): _____

Name: _____

Title / Position: _____

Department: _____

1. Key Trail Features

1.1 Trailhead

| | | | |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|-----------|
| 1.1.1 | Are there multiple TRAILHEADS to allow accessible entry and exit points along the trail? Identify number and location of trailheads. | <input type="checkbox"/> Y <input type="checkbox"/> N | Comments: |
| 1.1.2(a) | Are EXTERIOR AMENITIES provided at trailheads (e.g., parking, accessible routes, public washrooms, etc.)? If yes, identify provisions and location of amenities | <input type="checkbox"/> Y <input type="checkbox"/> N | Comments: |
| 1.1.2(b) | If provided, have the City's amenities been reviewed for compliance with relevant sections of the City of Vaughan Inclusive Design Standards? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | Comments: |

1.2 Trail Clear Width

| | | | |
|-------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|-----------|
| 1.2.1 | Is the CLEAR WIDTH of the trail at least 1000 mm (3000 mm preferred)? <u>Note:</u> Ensure placement of vegetation and permanent design features (e.g., bollards and decorative boulders) does not create obstruction or projection along accessible route. | <input type="checkbox"/> Y <input type="checkbox"/> N | Comments: |
| 1.2.2 | Where there are changes in level along the trail, is EDGE PROTECTION at least 50 mm high provided and edges clearly marked (e.g., colour and texture contrast) to assist identification? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | Comments: |
| 1.2.3 | Is the HEADROOM CLEARANCE above the trail at least 3000 mm? | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A | Comments: |

1.3 Trail Slopes

| | | | |
|-------|---------------------------------------------------------------------------------|-------------------------------------------------------|-----------|
| 1.3.1 | Is the RUNNING SLOPE as gentle as possible, as permitted by the terrain? | <input type="checkbox"/> Y <input type="checkbox"/> N | Comments: |
| 1.3.2 | Is the CROSS SLOPE as gentle as possible, as permitted by the terrain? | <input type="checkbox"/> Y <input type="checkbox"/> N | Comments: |

| 1.4 Trail Surface | | | |
|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 1.4.1 | Is the TRAIL SURFACE firm and stable? Identify type of surface and material used to meet accessibility requirements. | <input type="checkbox"/> Y <input type="checkbox"/> N | Comments: |
| 2. Signage | | | |
| 2.1(a) | Is there suitable TRAIL NAME / IDENTIFICATION SIGNAGE at trailheads and key access points, with accessibility features (e.g., large print, use of strong tonal contrast and pictograms) identifying amenities that may be available? | <input type="checkbox"/> Y <input type="checkbox"/> N | Comments: |
| 2.1(b) | <p>If yes, does the signage include the following information:</p> <p style="text-align: right;">Trail Name</p> <p style="text-align: right;">Trail Map</p> <p style="text-align: right;">Trail Length</p> <p style="text-align: right;">Trail Surface Type</p> <p style="text-align: right;">Trail Running Slope (Grade)</p> <p style="text-align: right;">Trail Cross Slope</p> <p style="text-align: right;">Trail Manager / Operator</p> <p><u>Note:</u> Identifying this information in accessible format allows users of all ages and abilities to make an informed decision about using the trail. Refer to Section 6.16 Recreational Trails, Beach Access Routes and Boardwalks for more information on the UTAP.</p> | <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N | Comments: |
| 2.2 | Have any barriers to accessibility (e.g., steep slopes or difficult topography) along the trail been identified on signage at strategic locations? If yes, describe information to provide on signage. | <input type="checkbox"/> Y <input type="checkbox"/> N | Comments: |
| 3. Additional Considerations | | | |
| 3.1 | <p>Does the trail reflect the varied needs of users, the varied natural landscape and the shared desire for varied trail experience?</p> <p><u>Note:</u> Design should incorporate both sustainable and universal design features to ensure the widest range of users can benefit.</p> | <input type="checkbox"/> Y <input type="checkbox"/> N | Comments: |
| 3.2 | Does the trail offer areas for rest and options for shorter or longer on-trail adventures so that trail users can choose the experience that most suit them? | <input type="checkbox"/> Y <input type="checkbox"/> N | Comments: |
| 3.3 | Is there a policy in place to address maintenance issues for trails designed for year-round use (e.g., removal of debris and obstructions on trail surfaces etc)? | <input type="checkbox"/> Y <input type="checkbox"/> N | Comments: |
| 3.4 | If reviewing the design of an existing trail and related environments, has the UTAP been implemented to address the needs of diverse trail users of all ages and abilities? | <input type="checkbox"/> Y <input type="checkbox"/> N | Comments: |



6.18

Application

This section applies to play spaces designed for children with varying disabilities. Play spaces can be located in a variety of public settings (e.g., parks, schools, childcare facilities or community / recreation centres). Play spaces typically require consideration for accessibility features related to:

- the number and types of play structures, equipment, elements and features provided;
- designated play areas surrounding the play structures; and
- site amenities and features surrounding the play space.

Criteria provided in this section is intended to summarize key features for inclusive play spaces and reference to applicable standards. Detailed planning and design is required for provision of inclusive play spaces.

Additional Resources:

- Rick Hansen Foundation;
- Inclusive Play Design Guide - Playworld.

Reference

- Sec. 2.1 Ground and Floor Surfaces
- Sec. 2.2 Ramps
- Sec. 2.3 Stairs
- Sec. 2.4 Guards and Handrails
- Sec. 2.6 Rest Areas
- Sec. 2.8 Drinking Fountains
- Sec. 3.1 Parking
- Sec. 3.3 Exterior Paths of Travel
- Sec. 4.5 Washrooms

Note

Inclusive play spaces ensure that children with disabilities have equal opportunities for peer interaction and development of socialization skills. They also provide an opportunity for parents with disabilities to interact with their children.

The scope of this Section does not address requirements related to the area surrounding or beyond the play space, including, but not limited to, parking lots, washrooms, drinking fountains, and recreation facilities.

Note

Consultation should include diverse users or representatives of people of all ages and abilities, including:

- Typically developing children;
- Children with neurological disabilities such as autism;
- Children who have intellectual disabilities such as Down syndrome, fetal alcohol syndrome;
- Children who require wheelchairs or other medical equipment;
- Children with physical disabilities;
- Children with social and / or emotional difficulties;
- Family, siblings, parents, grand-parents etc.;
- The community: friends, caregivers, teachers, etc.; and
- Adults with disabilities.

6.18.1 Consultation Requirements

When constructing new or redeveloping existing outdoor play spaces, consultation on the needs of children and caregivers with various disabilities must occur with:

- a. the public and persons with disabilities; and
- b. the Vaughan Accessibility Advisory Committee.

6.18.2 Design Requirements

When constructing new or redeveloping existing play spaces:

- a. incorporate accessibility features, such as sensory and active play components, for children and caregivers with various disabilities into the design of outdoor play spaces; and
- b. ensure that outdoor play spaces have ground surface that is firm, stable and has impact attenuating properties for injury prevention and sufficient clearance to provide children and caregivers with various disabilities the ability to move through, in and around the outdoor play space.

Ensure the design of inclusive play spaces and features meet the requirements of CAN / CSA Z614-14, Annex H, including:

- i. H.1 Scope;
- ii. H.2 Reference Publications;
- iii. H.3 Reference Definitions;
- iv. H.4 Play spaces (e.g., ground-level and elevated play components, accessible routes, transfer systems, play components and ground surfaces); and
- v. other applicable sections of these Standards, as required.



Play spaces are typically designed for different age groups as they provide age-specific play components.

6.18.3 Summary of Key Design Considerations

The information in the following sub-sections is intended to highlight key considerations only, not detailed specifications. Refer to requirements of the Canadian Standards Association (CAN / CSA Z614-14, Annex H). This information is not intended to duplicate existing standards, but is focused on presenting best practices for accessibility.

Note

A level approach, gradually sloped route or ramps are examples of types of accessible entry / exit points to a play space.

6.18.4 Entry and Exit Points

Provide a minimum of two accessible ingress / egress points:

- locate as part of an adjacent accessible route;
- ensure accessible connections provided to play space surfaces are firm, stable and slip-resistant, as well as providing direct connections to individual play components; and
- provide clear width of 1500 mm.



An example of accessible entry / exit point and accessible route leading to elevated play components.

6.18.5 Accessible Routes

- provide at least one accessible route within the boundary of the play space, connecting ground-level play components and elevated play components, including entry and exit points of the play components;
- ensure clear width of accessible route is 1500 mm; and
- ensure the maximum slope gradient for an accessible route connecting ground-level play components within the boundary of a play space is 1:16 (6.25%).

6.18.6 Play Space Ground Surface

- a. provide accessible surface materials for play spaces include poured-in-place rubber, accessible turf, rubber mats and tiles, bonded and engineered wood fibers and shredded rubber, as example.



Examples of inclusive play space ground surfaces. From left to right: poured-in-place rubber, engineered wood fibre and shredded rubber.

6.18.7 Play Components

- a. provide colour / tonal contrast of at least 70%, between a play component and its surroundings.

6.18.8 Elevated Play Components

An elevated play component is a play component reached from above or below grade, and is part of a composite play structure.

- a. ensure at least 50% of elevated play components are connected to a ramp or transfer system, or as identified in **Table 16**.

Table 16: Percentage of Elevated Play Components Required to be Connected to Transfer Systems

| Total Number of Elevated Play Components | Total Percentage of Elevated Play Components Requiring Ramp or Transfer System |
|------------------------------------------|--------------------------------------------------------------------------------|
| 20 or more | 50% minimum (25% ramp and ramp or transfer system 25%) |
| Less than 20 | 50% minimum (ramp or transfer system) |



Examples of elevated play components.

6.18.9 Transfer Systems

- provide transfer systems to connect elevated or ground-level play components (e.g., transfer steps or platforms);
- ensure transfer steps are used where movement is intended from a transfer platform to a level that provides elevated play components on an accessible route; and
- provide a minimum clear floor space of 915 mm wide by 1370 mm long adjacent to all transfer locations onto play components (**Figure 105**).

Best Practice

The distance covered by the transfer steps should be the shortest possible.

Note

A transfer platform is used where transfer is intended from a wheelchair or other mobility aid. Refer to detailed requirements, including means of support and, surface sizes for example, identified in CSA, Annex H.

Examples of supports include a rope loop, a loop-type handle, a slot in the edge of a flat horizontal or vertical member, poles or bars, or solid D-shaped rings affixed to corner posts.

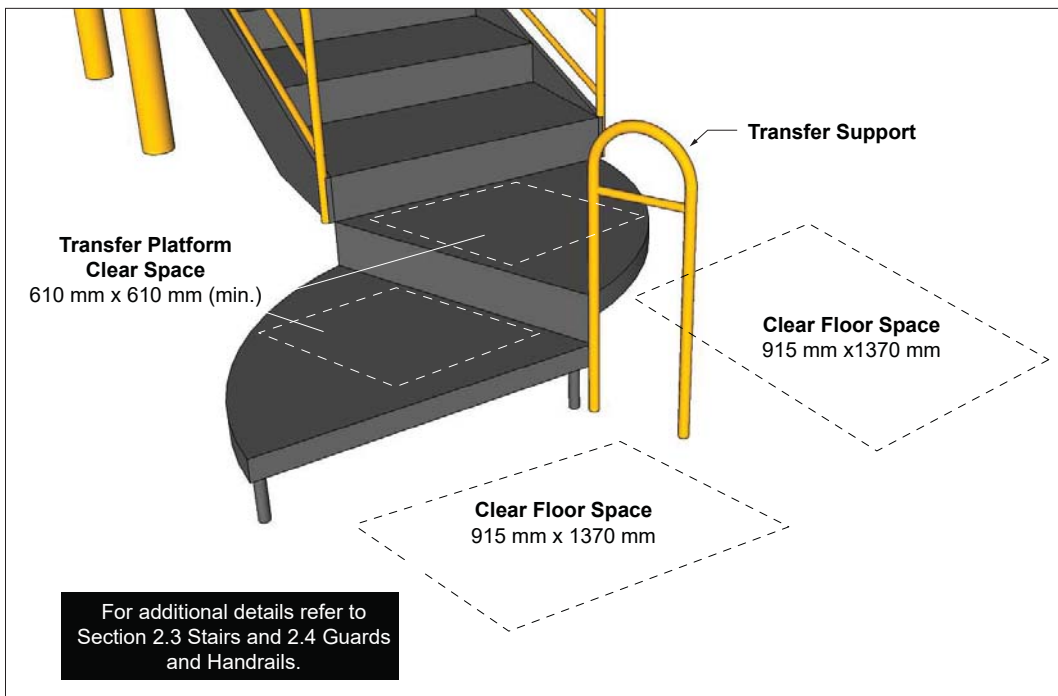


Figure 105: Transfer Systems

6.18.10 Turning Space

- provide a clear turning space of 1500 mm (minimum) or 1675 mm (preferred) in diameter for mobility aids, on the same level as play components (**Figure 106**).

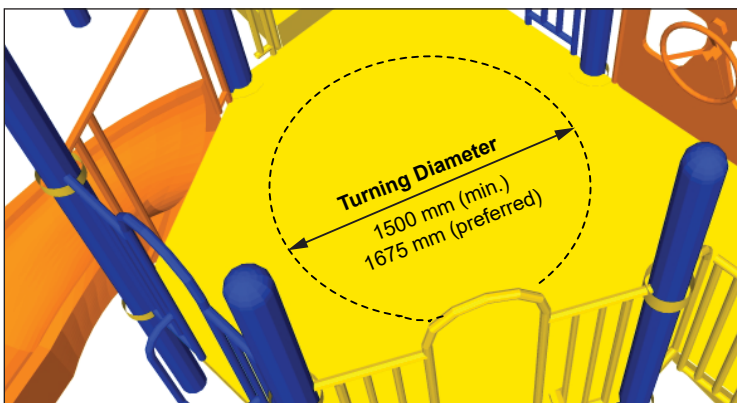


Figure 106: Turning Space - Plan View

6.18.11 Ground-Level Play Components

A ground level play component is a play component that is approached and exited at the ground level.

- provide the ratio of ground-level play component alternatives, compared to elevated play components, as identified in **Table 17**.

Table 17: Ground-Level Play Component Alternatives to Elevated Play Components

| Number of Elevated Play Components provided | Minimum number of ground-level play components required to be on an accessible route | Minimum number of different types of ground-level play components required to be on accessible route |
|---------------------------------------------|--------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|
| 1 | n/a | n/a |
| 2 to 4 | 1 | 1 |
| 5 to 7 | 2 | 2 |
| 8 to 10 | 3 | 3 |
| 11 to 13 | 4 | 3 |
| 14 to 16 | 5 | 3 |
| 17 to 19 | 6 | 3 |
| 20 to 22 | 7 | 4 |
| 23 to 25 | 8 | 4 |
| More than 25 | 8 plus 1 for each additional 3 over 25, or fraction thereof | 5 |

Source: Canadian Standards Association (CAN / CSA Z614-14, Annex H)



Examples of ground-level play components.

Inclusive Play Space Design Guide

6.19

Application

This design guide is provided for use by City of Vaughan Staff when designing new inclusive play spaces.

How to Use the Guide

The **Inclusive Play Space Design Guide** identifies key design features for planning and designing an inclusive play space, with a focus on the main accessibility features that are required to meet the diverse needs of users of all ages and abilities, including children using the play space as well as caregivers and companions. Additional design considerations may also be required related to the broader play space context and environment, including requirements for the site and park where the play space is located (e.g., seating and viewing areas for parents or caregivers). Overall, this Guide is intended to welcome and address the needs of children, caregivers and users of all age and abilities, emphasizing opportunities for inclusive and shared play.

Reference

- Sec. 2.2 Ramps
- Sec. 2.3 Stairs
- Sec. 2.4 Guards and Handrails
- Sec. 2.8 Drinking Fountains
- Sec. 2.10 Seating, Tables and Work Surfaces
- Sec. 3.1 Parking
- Sec. 3.2 Passenger Loading Zones
- Sec. 3.3 Exterior Paths of Travel
- Sec. 4.5 Washrooms
- Sec. 5.7 Lighting
- Sec. 6.18 Inclusive Play Spaces

Note

This guide does not provide all requirements for designing an inclusive play space; only key requirements are provided. Refer to Section 6.18, Inclusive Play Spaces of these Guidelines and CAN / CSA Z614-14 (Annex H), for further details.

Designing an Inclusive Play Space

Key Features of an Inclusive Play Space

Play spaces that offer children of all abilities the opportunity to interact and play with each other are essential to promoting diversity and inclusion.

The following diagram identifies important best practices when designing an inclusive play space.

Key features are numbered on the diagram and described in this guide.

- 1 Accessible Routes
- 2 Entry / Exit Points
- 3 Ground Surfaces
- 4 Elevated Play Components
- 5 Ground-Level Play Components

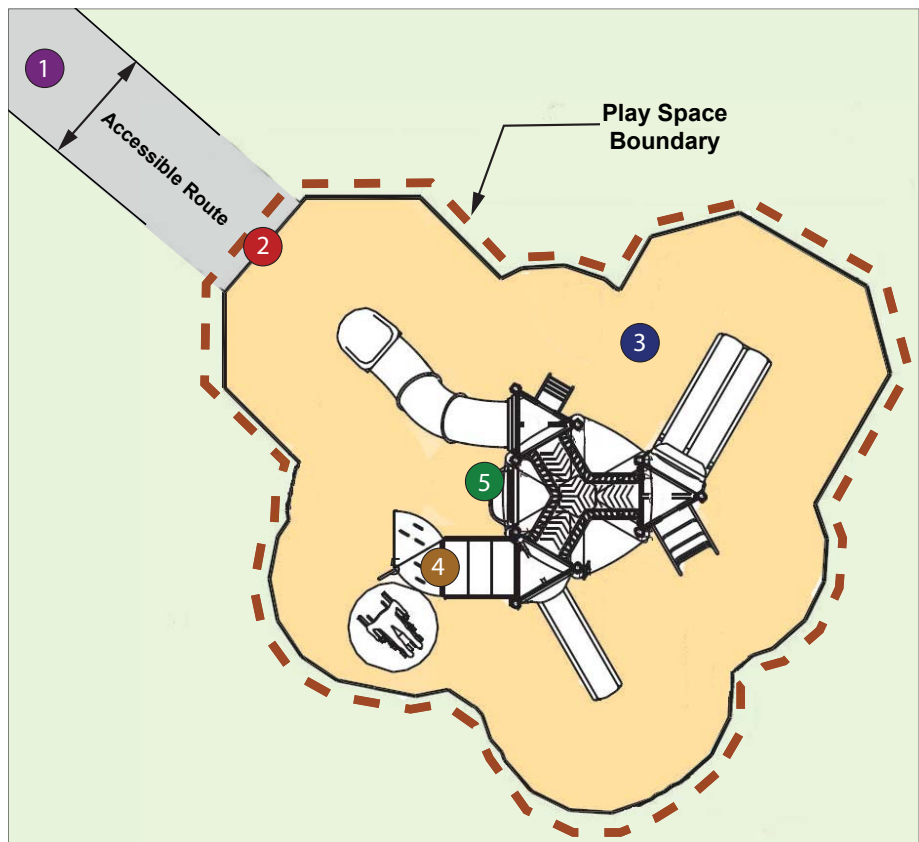


Diagram of Typical Play Space Features

Note: Play spaces come in different shapes and sizes. This diagram is provided for guidance and reference only.

Summary of 5 Key Features

The following provides a summary of the 5 key design features when designing an inclusive play space.

1 Accessible Routes

Accessible route(s) connecting to the play space boundary from the parking lot, sidewalk and other adjacent routes and buildings are essential for easy access to the play space.

Key Consideration:

Is there at least one accessible route leading to the play space?



Accessible route connecting to play space.



Accessible route connecting to play space.

2

Entry / Exit Points

Entry / exit points from an accessible route along the boundary of the play space for users of mobility aids to access play components, where there is a change in level.

Key Consideration:

Is there at least one entry / exit point (2 or more preferred) into the play space?



Play space is at-grade with accessible route.



Curb ramp into play space where there is a level change between accessible route and play space.

3

Ground Surfaces

Surfacing is a key component in designing safe and accessible play spaces. **Accessible surfaces** include poured-in place rubber, shredded rubber and engineered wood fiber.

Key Consideration:

Is the play space ground surface accessible?



Shredded Rubber.



Engineered Wood Fiber.



Poured-in-Place Rubber.

4

Elevated Play Components

An **elevated play component** is a play component reached from above or below grade, and is part of a composite play structure.

Note: Ramps, transfer systems, steps, stand alone slides, decks and roofs are not considered elevated play components.

Two common methods for providing access to elevated play components are **ramps** and **transfer systems**.

Key Consideration:

Are at least 50% of elevated play components located on an accessible route and connected by a ramp or transfer system?



Example of play structure with elevated play components.



Example of play structure with elevated play components.



Ramp connected to elevated play components.



Transfer system to connect elevated play components.

5

Ground-Level Play Components

A **ground-level play component** is a play component that is approached and exited at ground level.

When designing an inclusive play space, one of the design features is the provision of play components along the accessible routes for users who may not be able to access components located on elevated platforms.

The number and variety of ground-level play components required to be an accessible route is determined by the number of elevated play components provided in the play space.

Key Consideration:

Are the minimum number and variety of ground-level play components required to be along an accessible route provided?

Note: A calculator to determine the required number and variety of ground-level and elevated play components required in an inclusive play space is provided courtesy of the Canadian Playground Safety Institute (cpsionline.ca). The calculator is based on CAN/CSA Z614-14 (Annex H) and can be adapted.



Example of a ground-level play component.



Example of an accessible swing.

STEP-BY-STEP GUIDE ON APPLYING ANNEX H

Step-by-Step Guide

The following step-by-step guide has been provided to assist in evaluating a playspace for meeting the minimum requirements of Annex H. The guide has been arranged in two steps and provides spaces to fill in numeric values of play components for evaluating a specific playspace design.

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|-------------------------------------------------------------------------------------|
| Step 1) | Total # Of Elevated Play Components = | |
| Assess Present Situation | | |
| Total # Of Components Along Accessible Route (answer = item "A") | | Variety Of Play Types Along Accessible Route (answer = item "X") |
| Assess What Is Needed (from Table H.1) | | |
| Min. # Of Ground Level Components Required Along Accessible Route (answer = item "B") | | Variety Of Different Play Types Required Along Accessible Route (answer = item "Y") |
| How To Get There | | |
| Total # Of Components To Be Added (item "B" minus item "A") | | Total Variety Of Play Types To Be Added (item "Y" minus item "X") |
| *A negative number in the either bottom box means that there is more than the minimum number already on site | | |
| Step 2) | Assess Access to Elevated Components | |
| Total # of Elevated Components = | | |
| <ul style="list-style-type: none"> If 20 or more components then ramps to 25% and ramp or transfer to an additional 25% If 19 or fewer components then transfer system or ramp to 50% of components | | |

Courtesy of the Canadian Playground Safety Institute (cpsionline.ca) from the Online Accessibility Course.

Additional Considerations

Directions to be provided to play equipment supplier when selecting play equipment:

1. Provide age range and number of children using play space;
2. Describe the vision for the proposed play space. Provide a Design Program which outlines the goals and objectives for the play space;
3. Describe the site context - what is around the play area and how it will be used;
4. Provide a budget for the equipment, keeping in mind costs for landscaping and natural features;
5. Follow CAN / CSA Z614-14, Annex H accessibility standards and Section 6.18 Inclusive Play Spaces; and
6. Emphasize equipment should fit into site plan, not vice versa.

Source: Adapted from "Let's Play: Creating Accessible Play spaces: A Tool Kit for School-Based Groups", Rick Hansen Foundation.

Inclusive Play Space Checklist

6.20

Application

The information in this Checklist is intended to assist with reviewing key design options for providing inclusive play spaces. Information in this checklist may be updated based on new design standards identified during implementation.

Use this Checklist when reviewing individual areas of each play space, depending on the overall layout, features and type of equipment that is provided.

Note

Refer to Sections 6.18 Inclusive Play Spaces and 6.19 Inclusive Play Space Design Guide of the Vaughan Inclusive Design Standards (IDS) and CAN / CSA Z614-14 (Annex H) for detailed information and accessibility criteria when designing a new inclusive play space.

Inclusive Play Space Checklist

The following checklist is intended for use by City of Vaughan Staff when reviewing key design options for inclusive play spaces. The items in this Checklist are colour coded to match the information in Section 6.19 Inclusive Play Space Design Guide.

General Information

Reference (Identification # / Park Name): _____

Play space Type:

Identify Total Number of Play Areas or Zones: _____

Reviewed By

Name: _____

Title / Position: _____

Department: _____

1. Key Design Consideration

1.1 Accessible Routes

| | | | |
|-------|------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-----------|
| 1.1.1 | Is there at least one (1) ACCESSIBLE ROUTE within the boundary of the play space? | <input type="button" value="Y"/> <input type="button" value="N"/> | Comments: |
|-------|------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-----------|

1.2 Entry / Exit Points

| | | | |
|-------|-------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-----------|
| 1.2.1 | Is there at least one (1) ENTRY / EXIT POINT to the play space (2 or more preferred) connected to an accessible route? | <input type="button" value="Y"/> <input type="button" value="N"/> | Comments: |
|-------|-------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-----------|

1.3 Ground Surfaces

| | | | |
|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-----------|
| 1.3.1 | Is the play space GROUND SURFACE accessible (specify surface type)? If yes, does ground surface material meet CSA standards for equipment and layout? | <input type="button" value="Y"/> <input type="button" value="N"/> | Comments: |
|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-----------|

1.4 Elevated Play Components

| | | | |
|-------|-----------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-----------|
| 1.4.1 | Are at least 50% of ELEVATED PLAY COMPONENTS located on an accessible route and connected by a RAMP or TRANSFER SYSTEM ? | <input type="button" value="Y"/> <input type="button" value="N"/> | Comments: |
|-------|-----------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-----------|

1.5 Ground-Level Play Components

| | | | |
|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-----------|
| 1.5.1 | Are the minimum number and variety of GROUND-LEVEL PLAY COMPONENTS required to be along an accessible route provided? <u>Note:</u> Use the Canadian Playground Safety Institute's accessibility component calculator to determine the required number of play components. | <input type="button" value="Y"/> <input type="button" value="N"/> | Comments: |
|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-----------|

2. Additional Considerations

| | | | |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-----------|
| 2.1 | Are CREATIVE FEATURES that stimulate the senses provided (Examples include: water and sand features, scent gardens, wind chimes and winding pathways)? If yes, provide a description, including site context and amenities provided adjacent to play space or in the park. | <input type="button" value="Y"/> <input type="button" value="N"/> | Comments: |
| 2.2 | Does play equipment foster inclusive play and allow children of all ages and abilities to be part of the action / activities? If yes, describe. | <input type="button" value="Y"/> <input type="button" value="N"/> | Comments: |
| 2.3 | Does PLAY SPACE EQUIPMENT meet accessibility requirements of CAN / CSA Z614-14 (Annex H)? <u>Note:</u> A detailed assessment may be required. | <input type="button" value="Y"/> <input type="button" value="N"/> | Comments: |

Appendices

7.0

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Glossary

7.1

| Term | Definition |
|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Access Aisle | Refers to an accessible and safe pedestrian space or route used for loading and unloading from vehicle, as well as safe travel to and from designated accessible parking spaces to nearest accessible route / entrance. Access aisles include pavement markings for easy identification and are often shared between accessible parking spaces. |
| Accessible | Refers to any space, feature, element, site, environment or facility that can be used (e.g., located, approached, entered, exited or operated) by people with varying disabilities, with or without the use of mobility aids or assistive devices. Can also refer to services, practices and programs. |
| Accessible Route | A continuous, unobstructed path (interior or exterior) connecting users to accessible elements, features, amenities and spaces. Typically, accessible routes include parking access aisles, pedestrian sidewalks and curb ramps and interior corridors, floors, elevators and ramps. |
| Accommodation | A term used to reflect how an individual's needs are met for unique circumstances where a solution may not be "technically" feasible or practical to implement. Where barriers continue to exist because it is impossible to remove those barriers at a given point in time, then accommodation should be provided to the extent possible, short of "undue hardship". There is no set formula for accommodating people with disabilities. Each person's needs are unique and must be considered afresh when an accommodation request is made. A solution may meet one person's requirements but not another's, although it is also the case that many accommodations will benefit large numbers of persons with disabilities. Accommodating an individual's needs through differential treatment must be achieved in a manner that maximizes integration and dignity. |
| Adaptable | The ability of a certain building space or element, such as kitchen counters, sinks, or grab bars, to be added or altered so as to accommodate the needs of individuals with or without disabilities or to accommodate the needs of persons with different types or degrees of disabilities. |
| Ambient Light | The total amount of light in a space, including daylight or artificial light, whether from direct sources or reflected from surfaces in that space. |
| Amenities | Features or services that are usable by the public that typically increase physical comfort throughout the built environment (e.g., washrooms, resting areas, telephones, drinking fountains or food vending machines). |
| Amenity Strip | A section of a path or sidewalk that is set aside for placement of street furniture (e.g., benches, hydro poles, vending machines and post boxes), to ensure it is located away from pedestrian path of travel. |
| Anthropometrics | Refers to the study of human physical measurement, movement and proportions of the human body, with respect to reach ranges, sight lines, etc. |

| Term | Definition |
|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Area of Refuge (or Rescue Assistance) | A safe holding area which has been designated in a Fire Safety Plan, with direct access to an exit and is equipped with separate ventilation and communication equipment. It is a place where people can wait temporarily until they can exit safely or await further instructions or assistance during an emergency evacuation. |
| Arena | Refers to an enclosed, indoor venue, often circular or oval-shaped and designed to showcase a variety of performance or sporting events (e.g., hockey, basketball, football or soccer) in a large open space, typically surrounded on most or all sides by tiered seating for spectators. Often, the key feature of an arena is that the event space is the lowest point, allowing for maximum visibility. |
| Assembly Area | A room or space accommodating a group of individuals for educational, recreational, political, social, civic or amusement purposes, or for the consumption of food and drink. |
| Assistive Listening Systems (ALS) | Assistive listening systems (ALS) augment standard public address and audio systems by providing signals which can be received directly by persons with special receivers or their own hearing aids and which eliminate or filter background noise. The type of assistive listening system appropriate for a particular application depends on the characteristics of the setting, the nature of the program, and the intended audience. Magnetic induction loops, infrared and radio frequency systems are types of listening systems which are appropriate for various applications. Refer to Induction Loop or Infrared Assistive Listening Systems. |
| Audible Signals | Signals which emit a distinctive sound, communication or alert to provide a warning or indicate a readiness to respond (e.g., alarm bell or signal). |
| Automatic Door | A door equipped with electronic sensors allowing it to be opened and triggered when pedestrians approach (e.g., typically sliding doors or swing doors equipped with guardrails for safety). See Power-Assisted Door. |
| Barrier | Refers to anything that prevents a person with a disability from fully participating in any aspect of society because of their disability. This can include a physical barrier, an architectural barrier, an information or communication barrier, an attitudinal barrier, or a technological barrier for example. It can also include policies and practices that result in an obstacle or hardship (e.g., systemic barrier). |
| Bollard | Typically a 900 mm high (minimum) post to mark a pedestrian path from vehicular traffic. |
| Braille | Braille is a system of touch reading for the blind which employs embossed dots evenly arranged to represent numbers and letters. Literary Braille, as officially approved, comprises of two grades. Grade 1 Braille is in full spelling and consists of the letters of the alphabet, punctuation, numbers, and a number of composition signs which are special to Braille. Grade 2 Braille consists of Grade 1 and 189 contractions and short-form words, typically used for signage where space is limited. |
| Circulation Route or Path | An exterior or interior pedestrian way used for traveling from one place to another. |
| Clear Floor Space | The amount of unobstructed floor or ground space required to accommodate a single stationary user, or a mobility device / aid, such as wheelchairs, scooters, canes and crutches. |
| Closed Circuit | A telephone with dedicated line(s), such as a house phone, courtesy phone or phone that must be used to gain entrance to a building or part thereof. |
| Closer | See Door Closer. |
| Colour Contrast | Colour contrast is calculated in percent between foreground and background (e.g., light color on dark background). Light reflectance value (LRV) is a relative term used to describe how well a surface reflects light. A LRV of at least 70% is considered to provide a suitable level of colour contrast and it is determined using a scientific formula. |

| Term | Definition |
|------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Common Use | Refers to those interior and exterior rooms, spaces or elements that are made available for regular and daily for use by the occupants or visitors of a facility. (e.g., common use areas of an office may include kitchens, reception areas, washrooms, etc.). |
| Communication Devices and Systems | Devices that enable or enhance the ability of people to receive or transmit information, usually electronically, for communication. |
| Cross-Slope | The slope that is perpendicular to the direction of travel. Opposite of running slope. |
| Crosswalk | That part of a roadway at an intersection that is marked for safe pedestrian crossing (e.g., by lines or other markings on the surface). |
| Curb Ramp | A sloped ramp surface cutting through a curb or built up to it (e.g., between the sidewalk and the road surface). |
| Dais | Refer to Stage. |
| Deaf | A term to describe people with a severe to profound hearing loss (90 decibels or greater), with little or no residual hearing. Lowercase deaf is used when referring to the medical / audio logical condition of having 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 clues such as print interpretation (e.g., computerized note taking), speech reading or Sign Language. |
| Disability | Describes a functional limitation or activity 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 Jamb | The vertical component of a door frame. |
| Egress (<i>Means of</i>) | 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 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. |

| Term | Definition |
|--------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Firm Surface | Refers to a surface that does not deform under the vertical forces exerted by permitted users. Reference ASTM F 1951 Standard. |
| Flared Sides | 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. |
| Glare | Often refers to uncomfortably bright light reflected from a surface, floor, window or screen. Glare occurs when one part of the environment is much brighter than the general surrounding area, causing annoyance, discomfort or loss in visual performance. |
| Grade | The slope parallel to the direction of travel that is calculated by dividing the vertical change in elevation by the horizontal distance covered. |
| Guard | Protective barrier to prevent accidental falls at openings in floors and at the open sides of stairs, landings, balconies, mezzanines and ramps. Handrail supports often act as guards. |
| Hard of Hearing | A term used to describe people with a hearing loss who rely on residual hearing to communicate through speaking and speech-reading, as well as to hold conversations on the telephone. The degree of hearing loss can range from mild to profound. People who are hard of hearing can understand some speech sounds, with or without a hearing aid, and communicate primarily by speech. Persons who are hard of hearing often use hearing aids, lip reading and other assistive technologies. |
| Illumination | The combined amount and intensity of lighting provided, measured in foot-candles or lux. |
| Induction Loop Assistive Listening System | Induction loop assistive listening systems use a wire around the room to transmit an electromagnetic signal that is picked up by a small telecoil in the hearing aid. Users simply switch on this telecoil (the “T” setting) and adjust the volume of the hearing aid, if necessary. Loop systems are generally used by fewer people with hearing loss due to advances in hearing aid technology. |
| Infrared Assistive Listening System | Infrared assistive listening systems operate on infrared light that is beamed from one or several infrared transmitters to small, specialized receivers. There are several types of infrared receivers: stethoscope-style that dangle from the ears, a headset type that fits over the ears, and a small pocket-size type similar to the FM receiver. Where confidential transmission is essential (e.g., a court room setting), an infrared system generally is more effective recognizing transmission will |
| Kilonewton (kN) | Equals 1000 Newtons. |
| Lavatory | A washbasin or sink used for personal hygiene. |
| Lux | The metric measurement for light intensity or illumination. See Foot-Candle. |
| Maneuvering Space | The minimum floor or ground area needed for users of mobility aids to move into or out of a place, space or along an accessible pathway or route. |

| Term | Definition |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mobility Aids (or Devices) | A term used to encompass the variety of assistive devices used by people with mobility / physical types of disabilities, including manual and power wheelchairs, scooters, canes and crutches. |
| Newtons (N) | The amount of force needed to move 1 kilogram of an object 1 meter per second squared. |
| New Construction | Site preparation for, and construction of, entirely new structures or buildings and including adjacent and surrounding site area whether or not the site was previously occupied. |
| Operable Control | The part of equipment or appliances that is used to insert or withdraw objects, to activate or deactivate, or to adjust the equipment or appliance (e.g., a coin slot, pushbutton or handle). |
| 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, such as a coin slot, push button or handle. |
| Passenger Loading Zone | Designated and signed area used for loading and unloading of passengers into or out of a waiting vehicle. |
| Pedestrian Access Route | An accessible route or corridor for pedestrian use within the public right-of-way. |
| Pictogram | A pictorial symbol or image that represents activities, facilities, spaces or concepts. |
| Platform Lift | An elevating device which is used to transport a person (with or without assistive equipment) between levels on a platform. A vertical platform lift is a self-contained unit, with or without an enclosure. An inclined platform lift is used for staircases. |
| Power-Assisted Door | A door with a mechanism that opens the door automatically, upon the activation of a switch, button or a control. The door also remains in the “open” position for a set period of time to allow safe passage. See Automatic Door. |
| Public Entrance | An entrance that is not a service entrance or a restricted entrance. |
| Public Use | Buildings, facilities and interior or exterior rooms, spaces, sites or elements that are made available to the public and that are typically owned, operated or leased by the City of London. |
| Ramp | A walking surface with a running slope steeper than 1:20. |
| Running Slope | The slope that is parallel to the direction of travel expressed as a ratio of rise to run. Opposite of cross-slope. |
| Service Counter | A raised surface on which business is transacted. Service counters can be composed of either built-in (e.g., kiosks) or loose furniture (e.g., podiums). Other examples of service counters include: ATMs, checkout counters, self service kiosks, food vendor, and information counters. |
| Service Entrance | An entrance not intended for use by the public and used primarily for delivery of goods and services. |
| Service Room | A room provided in a building to contain equipment associated with building services. |
| Service space | A space provided in a facility to facilitate or conceal the installation of facility service facilities such as chutes, ducts, pipes, shafts or wires. |
| Shall | Denotes a mandatory specification or requirement. |
| Should | Denotes an advisory specification or recommendation. |
| Side 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 perpendicular to the element. |
| Sidewalk | A public right-of-way designated for pedestrian use and typically located between the curb or roadway and the adjacent property line. |
| Sightline | The line of view between a person in an audience and a performance, speaker or displayed item. |

| Term | Definition |
|-------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sign or Signage | A sign is a means of conveying information about direction, location, safety or form of action and in general should be designed to be clear, concise and consistent. Signage displays text, symbols, tactile or pictorial information. |
| Site | A parcel of land bounded by a property line or a designated portion of a public right-of-way. |
| Slip-Resistant | A surface that provides sufficient frictional counterforce to the forces exerted in walking to permit safe ambulation. |
| Sprinklered | Refers to a building or any part of a building equipped with an automatic sprinkler system. |
| Stable Surface | Refers to a surface that does not deform or erode under the angular forces of permitted users travelling in a straight line or turning. |
| Stage | Refers to a space designed primarily for performances and is typically elevated from the audience seating area. |
| Stair System | Refers to combined elements that make up a typical stair, including steps, landings, and handrails, for example. |
| Street Furniture | Elements in the public right-of-way that are intended for use by pedestrians, including benches, lighting fixtures, waste dispensers and paper vending machines, for example. |
| Tactile | Describes an object that can be perceived using the sense of touch, and typically provided for users with vision loss. |
| Tactile Walking Surface Indicator (TWSI) | A surface detectable underfoot or by a long white cane, to assist persons with low vision or blindness by alerting or guiding them, and referred to as either tactile attention indicator (TAI) or tactile directional indicator (TDI) surfaces. |
| Touch Tour | Typically refers to tours provided by museums or other cultural / arts facilities that allow users with vision loss to touch and feel objects, displays and features, for example to gain a sensory understanding of objects and allow individual exploration. Tactile experiences may include: replicas, models, props, and handling objects which convey one aspect of the work. |
| Transfer Space | An unobstructed area adjacent to a fixture or furniture, allowing the positioning of a mobility aid to assist users with transferring to the fixture or furniture. |
| TTY, Teletypewriter or Text Telephone | TTY is the abbreviation for "teletypewriter" and refers to a means of electronic communication between deaf people or deaf and hearing people using interactive, text-based communication. Used in conjunction with a telephone, this device transmits and received typewritten messages using coded signals across the standard telephone network. The term TTY also refers to devices known as "text telephones" and TDD's. |
| Universal Access | An objective method of documenting trail conditions for universal access. The UTAP: <ul style="list-style-type: none"> - documents actual trail conditions; - enhances user safety through accurate information about trail conditions; - increases access for people of all abilities; - identifies maintenance needs; - creates accessibility information; - enhances environmental protection; - facilitates trail planning and budgeting; - enables informed choice of trails based on interests and abilities; - inventories trails and facilities; and - documents patterns of trail use. |
| Video Signage | Video signage refers to video devices such as televisions, computer monitors / screens, and flat panel displays that may be used to provide information (e.g., directories). Advantages of video signs include the use of motion to attract attention, and the ability to rapidly update the content of the signs. |
| Vision Loss | This term usually refers to a progressive decrease in visual acuity. However, it can refer to the sudden onset of substantial acuity decrease or total blindness. |

| Term | Definition |
|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Vision Panel | A glazed opening in a door leaf which allows people to see through to the other side without opening the door. |
| Wayfinding | A term used to describe a variety of means for spatial orientation and finding your way to a destination. Wayfinding design describes a variety of means for helping people find their way, through touch, print, signage, architecture and landscaping, for example. |

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Feedback Form

7.4

The City of Vaughan would like to receive comments and information related to any proposed changes to these Inclusive Design Standards.

Please include section referencing, revised wording and reasons for proposed changes.

Submit to:

Warren Rupnarain, Accessibility and Diversity Coordinator
Phone: 905-832-2281, ext. 8641
Fax: 905-832-8575
Email: warren.rupnarain@vaughan.ca

Vaughan City Hall, Level 100
2141 Major Mackenzie Dr.
Vaughan, ON, L6A 1T1

Submitted by:

Name: _____

Company / Organization: _____

Phone Number: _____

Address: _____

Email: _____

Proposed Changes and Rationale: _____

Blank lined area for notes or drawing.

Committee of the Whole (2) Report

DATE: Tuesday, February 09, 2021

WARD(S): 2

**TITLE: PRIMONT (ISLINGTON) INC.
OFFICIAL PLAN AMENDMENT FILE OP.19.013
ZONING BY-LAW AMENDMENT FILE Z.19.035
7082 ISLINGTON AVENUE**

FROM:

Jim Harnum, City Manager

ACTION: DECISION

Purpose

To seek approval from the Committee of the Whole for Official Plan and Zoning By-law Amendment Files OP.19.013 and Z.19.035 for the subject lands shown on Attachment 1. The Owner seeks approval to:

- redesignate a portion of the subject lands from “Low-Rise Residential” to “High-Rise Residential” in Vaughan Official Plan 2010.
- increase the maximum permitted building height for Towers 2 and 3 from 22 storeys to 32 and 30-storeys respectively and decrease the maximum permitted Floor Space Index from 4.7 to 4.5 times the area of the lot designated “High-Rise Residential”
- rezone a portion of the subject lands from “RT1(H) Residential Townhouse Zone” with the Holding Symbol “(H)” to “OS2 Open Space Park Zone”, together with the site-specific zoning exceptions identified in Table 1.

The amendments would modify the previously approved official plan policies, zoning and development concept shown on Attachment 8 to permit four (4) residential apartment buildings with 997 apartment units and 103 townhouse units on a private common element road, as shown on Attachments 3 to 7.

Report Highlights

- The Owner proposes to redesignate and rezone portions of the subject lands to modify the Council approved development concept shown on Attachment 8, to increase the maximum permitted building height for Towers 2 and 3 from 22 storeys to 32 and 30-storeys respectively and decrease the maximum permitted Floor Space Index from 4.7 to 4.5 times the area of the lot designated “High-Rise Residential”.
- The Owner proposes to increase the maximum permitted building height in return for a monetary contribution of \$850,000 to secure community benefits as determined by the City pursuant to Section 37 of the *Planning Act*.
- The Development Planning Department supports the approval of the proposed amendments as they are consistent with and conform to Provincial Policy, conform to the York Region Official Plan 2010, and provides intensification that is compatible with the surrounding area in proximity to existing and planned public transit facilities.

Recommendations

1. THAT Official Plan Amendment File OP.19.013 (Primont (Islington) Inc.) BE APPROVED, to amend City of Vaughan Official Plan 2010, Volume 2, Section 13.41 – 7082 Islington Avenue, as follows:
 - a) to redesignate a portion of the Subject Lands, as shown on Attachment 2, from “Low-Rise Residential” to “High-Rise Residential”; and
 - b) to increase the maximum permitted building height for Towers 2 and 3 from 22 to 32-storeys and 30-storeys respectively and decrease the maximum permitted Floor Space Index (‘FSI’) from 4.7 to 4.5 times the area of the lot calculated over the portion of the Subject Lands to be designated “High-Rise Residential”;
2. THAT the implementing Zoning By-law Amendment include the provision for a monetary contribution of \$850,000 pursuant to Section 37 of the *Planning Act* towards the following potential community benefits, to be finalized and implemented through a Section 37 Density Bonus Agreement executed between the Owner and the City of Vaughan in return for the increase in the maximum permitted building height, to the satisfaction of the City:
 - off-site improvements / upgrades to existing parks, City-wide trails (Vaughan Super Trail) and community facilities that are above the City’s standard level of service
 - enhanced public access to natural heritage features, ravines and valleylands, including off-site improvements/upgrades;

3. THAT prior to the enactment of the implementing Zoning By-law the Owner shall enter into and execute a Section 37 Bonusing Agreement with the City to secure the contribution and pay to the City the Section 37 Agreement surcharge fee in accordance with the in-effect Tariff of Fees for Planning Applications;
4. THAT Zoning By-law Amendment File Z.19.035 BE APPROVED, to amend Zoning By-law 1-88, specifically site-specific Exception 9(1323), to rezone a portion of the subject lands from “RT1(H) Residential Townhouse Zone” with the Holding Symbol “(H)” to “OS2 Open Space Park Zone”, as shown on Attachment 3, together with the site-specific zoning exceptions identified in Table 1 of this report;
5. THAT the Holding Symbol “(H)”, as shown on Attachment 3, shall not be removed from the Subject Lands or any portion thereof, until the existing conditions contained within site-specific Exception 9(1323) and the following additional condition are satisfied:
 - a) That the sanitary sewer connection is resolved to the satisfaction of the City and a Subdivision Agreement has been executed following approval of the Draft Plan of Subdivision, to satisfy all conditions, financial or otherwise from the City, specifically: the construction of all proposed municipal infrastructure, including the sanitary service connection; storm servicing; watermain; and access and consideration for future operation and maintenance of the deep services located in the valleylands system. Said agreement may also be subject to approval from York Region and the Toronto and Region Conservation Authority, and further conditions of approval from external review agencies; and
6. THAT the Owner be permitted to apply for a Minor Variance Application(s) to the City of Vaughan Committee of Adjustment, if required, before the second anniversary of the day on which the implementing Zoning By-law for the Subject Lands came into effect, to permit minor adjustments to the implementing Zoning By-law.

Background

The subject lands (‘Subject Lands’) shown on Attachment 1 are municipally known as 7082 Islington Avenue and located on the west side of Islington Avenue, north of Steeles Avenue West.

The Subject Lands abut valley lands to the west, identified as “Other Lands Owned by Applicant, Not Part of this Application”, as shown on Attachment 1, and are within the Regulated Area of the Toronto and Region Conservation Authority (‘TRCA’). The Subject Lands also abut Canadian National (‘CN’) and Canadian Pacific (‘CP’) Rail operated rail corridors to the north. The surrounding land uses are shown on Attachment 1.

The Subject Lands were previously approved for apartment and townhouse dwellings

Council on May 5, 2009, approved Zoning By-law Amendment File Z.05.017 (Ferma Properties Inc.) to rezone the Subject Lands from “PB1 Parkway Belt Open Space Zone” to “RA3(H) Residential Apartment Zone” with the Holding Symbol “(H)” (‘RA3(H)’) and “OS1 Open Space Conservation Zone” (‘OS1’). The By-law permitted seven (7) residential apartment buildings ranging in height from 8 to 12-storeys, live/work units, a maximum of 1,040 residential units and a range of ground floor commercial uses in accordance with Official Plan Amendment 605 (‘OPA 605’). However, the development was not constructed.

Council on June 19, 2018, approved Official Plan and Zoning By-law Amendment Files OP.15.007 and Z.15.030 and Draft Plan of Subdivision File 19T-17V006 (Islington Steeles Ventures Inc.) to redesignate the Subject Lands from “Mid-Rise Mixed-Use” and “Natural Area” to “Low-Rise Residential” and “High-Rise Residential”, and rezone them from RA3(H) Zone to RA3(H) Zone, “RT1(H) Residential Townhouse Zone” with the Holding Symbol “(H)” (‘RT1(H)’), OS1 Zone and “OS2 Open Space Park Zone” (‘OS2’) to permit 895 residential units (760 apartment and 135 townhouse) in two phases, as shown on Attachment 8, as follows:

Phase 1

- 135, 4-storey back-to-back and street townhouse units over 14 residential blocks on a private common element road

Phase 2

- Four (4), 19 to 22-storey residential apartment buildings containing a total of 760 units, with a gross floor area (‘GFA’) of 78,983 m² and a FSI of 4.7 times the area of the lot for the portion of the Subject Lands designated “High-Rise Residential” (1.68 ha)
- Four (4) levels of underground parking to serve the apartment buildings containing 760 residential parking spaces and 153 visitor parking spaces
- A 1,180 m² private outdoor amenity area

Official Plan and Zoning By-law Amendment Applications have been submitted to permit a revised development proposal on the Subject Lands

Primont (Islington) Inc. (the ‘Owner’) has submitted the following applications (the ‘Applications’) to permit the development of 1,100 residential units (997 apartment and 103 townhouse), as shown on Attachments 3 to 7 (the ‘Development’):

1. Official Plan Amendment File OP.19.013 to amend Vaughan Official Plan 2010 (‘VOP 2010’), specifically Volume 2, Section 13.41 - 7082 Islington Avenue to:
 - a) redesignate a portion of the Subject Lands (Attachment 2) from “Low-Rise Residential” to “High-Rise Residential”; and

- b) increase the maximum permitted building height for Towers 2 and 3 from 22 to 32-storeys and 30-storeys respectively and decrease the maximum permitted FSI from 4.7 to 4.5 times the area of the lot for the entire “High-Rise Residential” designation.
2. Zoning By-law Amendment File Z.19.035 to amend Zoning By-law 1-88, subject to site-specific Exception 9(1323), as follows:
- a) rezone a 0.4 ha portion of the Subject Lands shown on Attachment 3 from the “RT1(H) Zone” to the “OS2 Zone”;
 - b) increase the permitted maximum building height for Towners 2 and 3 from 22-storeys (75 m) to 32-storeys (103 m) and 30-storeys (97 m) respectively for the entirety of the lands zoned “RA3(H) Zone”; and
 - c) the site-specific zoning exceptions identified in Table 1 of this report.

The Development is proposed over three phases and consists of the following as shown on Attachment 3:

Phase 1

- 22 and 32-storey residential apartment buildings (Towers 1 and 2) containing a total of 547 units with a GFA of 46,730 m²
- Five (5) levels of underground parking to serve the apartment buildings containing 493 residential parking spaces and 110 visitor parking spaces
- A 3,620 m² private outdoor amenity area

Phase 2

- 4-storey back-to-back and street townhouses (103 total units) over 11 residential blocks on a private common element road

Phase 3

- 22 and 30-storey residential apartment buildings (Towers 3 and 4) containing a total of 450 units with a GFA of 46,260 m²
- Four (4) levels of underground parking to serve the apartment buildings containing 405 residential parking spaces and 90 visitor parking spaces

Phases 1 and 3 will have a combined total FSI of 4.5 times the area of the lot for the portion of the Subject Lands to be designated “High-Rise Residential” (2.1 ha).

Related Site Development Applications were submitted to facilitate the Development

The Owner submitted a revised Site Development Application to permit Phase 2 (File: DA.18.015) of the Development, and a new Site Development Application for Phase 1 (File: DA.20.007) of the Development (referred to as “related Site Development

Applications”) which are under review. A future Site Development Application is required for Phase 3 of the Development.

Public Notice was provided in accordance with the Planning Act and Council’s Notification Protocol

The City on June 23, 2020 circulated a Notice of Public Meeting (the ‘Notice’) for the Applications to all property owners within 150 m of the Subject Lands and to the West Woodbridge Homeowners Association. A copy of the Notice was also posted on the City’s website at www.vaughan.ca and a Notice Sign was installed on the Subject Lands in accordance with the City’s Notice Signs Procedures and Protocols.

A Committee of the Whole (Public Meeting) was held on July 13, 2020 to receive comments from the public and the Committee of the Whole. Vaughan Council on July 15, 2020 ratified the recommendations of the Committee of the Whole (Public Meeting) to receive the Public Meeting Report and to forward a comprehensive technical report to a future Committee of the Whole Meeting.

The following deputations and written communication items were received by the Committee of the Whole (Public Meeting) at the July 13, 2020 meeting:

Deputations

- S. Sgotto, Weston Consulting, Millway Avenue, Vaughan representing the Owner

Written Submissions

- J. Fantino, Islington Avenue, Vaughan, representing Famee Furlane of Toronto (email dated May 12, 2020)

The following is a summary of and response to the comments provided in the written correspondence received by the Development Planning Department:

- a) Where are the points of ingress/egress to the Subject Lands?
One access to the Subject Lands is proposed from Islington Avenue, as shown on Attachment 3.
- b) How many residents are anticipated for the Development?
Approximately 3,550 residents are expected to occupy the full build-out of the Development based on a total of 1,100 units (997 apartments + 103 townhouse units).
- c) How many parking spaces are proposed?
The Development would include 898 residential and 200 visitor parking spaces for the high-rise apartment portion (Phases 1 and 3) and 206 residential and 30 visitor parking spaces for the low-rise townhouse portion (Phase 2).

- d) Any potential commercial component to the Development?
Commercial uses are not permitted within the High-Rise Residential or Low-Rise Residential designations of VOP 2010 which applies to the Subject Lands, and no amendments are proposed to add commercial uses to the Subject Lands.
- e) What traffic studies have been conducted for the Development?
On December 16, 2019, a Transportation Study prepared NexTrans Consulting Engineers was submitted in support of the Development and has been approved by the Development Engineering ('DE') Department, subject to minor comments.

Previous Reports/Authority

Previous reports related to the Applications are available at the following web links:

[April 20, 2009 CoW Z.05.017 Ferma Properties Inc. \(Item 25, Report No. 23\)](#)

[Sept 19, 2017 CoW \(PH\) OP.15.007, Z.15.030, 19T-17V006 Islington Steeles Ventures Inc. \(Item 1, Report No. 32\)](#)

[June 5, 2018 CoW OP.15.007, Z.15.030, 19T-17V006 Islington Steeles Ventures Inc. \(Item 46, Report No. 21\)](#)

[July 13, 2020 CoW \(PH\) OP.19.013, Z.19.035 Primont \(Islington\) Inc. \(Item 3, Report No. 35\)](#)

Analysis and Options

The Applications are consistent with the Provincial Policy Statement, 2020

In accordance with Section 3 of the *Planning Act*, all land use decisions in Ontario "shall be consistent" with the Provincial Policy Statement, 2020 (the 'PPS'). The PPS provides policy direction on matters of provincial interest related to land use planning and development. The PPS recognizes the local context and character is important.

The Applications are consistent with the PPS, specifically Sections 1.1.3.1, 1.1.3.2, 1.1.3.4, 1.2.1 c), 1.4.3, 1.5.1, 1.6.6.2, 1.6.9.1, 2.1.1 and 2.1.2 regarding: focusing development to settlement areas; efficient land use patterns; appropriate development standards to facilitate transit-supportive intensification; managing natural heritage resources; promoting publicly accessible and walkable natural settings; utilizing municipal services to support intensification; redevelopment and compact form; planning for sensitive land uses in the vicinity of rail facilities to ensure they are appropriately designed and buffered from each other; protection of natural features; and maintenance of long-term ecological functions and biodiversity of natural heritage systems.

The Subject Lands are located within a Settlement Area as defined by the PPS. The Applications are consistent with the policies of the PPS as they make more efficient use of the Subject Lands by minimizing land consumption and providing a range and mix of housing options, pedestrian access to the adjacent valleylands, and appropriate noise

control measures due to the Subject Land's proximity to CN and CP operated rail corridors to the north. The Subject Lands are also located within 200 m of Steeles Avenue West, identified as a Regional Rapid Transit Corridor on Schedule 10 - Major Transit Network by VOP 2010, and serviced by the Toronto Transit Commission ('TTC') (routes 60B and 60D) and York Region Transit ('YRT') (routes 12 and 13). The valley lands to the west will be conveyed to the TRCA for environmental protection and maintenance.

The Applications conform to A Place to Grow: Growth Plan for the Greater Golden Horseshoe 2019, as amended

The Provincial Growth Plan: A Place to Grow – Growth Plan for the Greater Golden Horseshoe 2019, as amended ('Growth Plan') is intended to guide decisions on a wide range of issues, including economic development, land-use planning, urban form, and housing. Council's planning decisions are required by the *Planning Act* to conform, or not conflict with, the Growth Plan.

The Applications conform to the policy framework of the Growth Plan as the built form would efficiently intensify the Subject Lands. The Applications will facilitate housing at a density supportive of the Growth Plan objectives, specifically Sections 1.2.1, 2.2.1(2)(a), 2.2.2(2) and 4.2.2 regarding the achievement of complete communities, supporting a range and mix of housing options, directing the majority of growth to settlement areas and the protection of natural heritage features.

The Subject Lands are located within a Settlement Area and a Delineated Built-up area as defined by the Growth Plan, where intensification and the establishment of complete communities is encouraged. The conveyance of the adjacent valley lands to the TRCA will protect the adjacent natural heritage features.

The Applications conform to the York Region Official Plan 2010 ('YROP')

The YROP guides economic, environmental and community building decisions across York Region. Section 5.3 of the YROP encourages intensification within built-up areas that maximizes efficiencies in infrastructure delivery and supports active and public transportation use. The Subject Lands are designated "Urban Area" on Map 1 - Regional Structure by the YROP which permits a range of residential, industrial, commercial, and institutional uses.

Access to the Subject Lands is proposed from Islington Avenue, a Regional Road with a planned 36 m wide right-of-way. The Subject Lands are located in proximity to a planned regional cycling connection (Map 10 - "Regional Cycling Network"), and Steeles Avenue West, a Regional Rapid Transit Corridor identified on Schedule 10 "Major Transit Network" by VOP 2010 and served by the TTC and YRT.

The Development offers a variety of housing types including back-to-back townhouse, street townhouse, and residential apartment units at a transit-supportive density and is located in proximity to existing public transit networks supported by the YROP. The Development conforms to the YROP.

York Region on March 27, 2020, exempted Official Plan Amendment File OP.19.013 from approval by the Regional Planning Committee of the Whole and Council, and considers the Application a matter of local significance.

The Development Planning Department supports the proposed amendments to VOP 2010

The Subject Lands are designated “High-Rise Residential”, “Low-Rise Residential” and “Natural Areas” by VOP 2010, Section 13.41 - 7082 Islington Avenue. The “High Rise Residential” designation permits four (4) residential apartment buildings with a maximum building height of 22-storeys and a maximum FSI of 4.7 times the area of the lot designated “High-Rise Residential”. The “Low-Rise Residential” designation permits back-to-back townhouse and street townhouse dwelling units with a maximum building height of 4-storeys, with frontage onto a common element private road.

Amendments to VOP 2010 are required to redesignate a 0.4 hectare portion of the Subject Lands from “Low Rise Residential” to “High-Rise Residential” and increase the maximum permitted building height for Towers 2 and 3 from 22 to 32 and 30-storeys respectively, as shown on Attachment 2.

Redesignate a portion of the Subject Lands from “Low-Rise Residential” to “High-Rise Residential”

The previous development proposed on the Subject Lands included 135, 4-storey back-to-back and street townhouse units over 14 residential blocks. Through the Applications, townhouse Blocks 1 and 2 shown on Attachment 8 will be removed, and replaced with an expanded private outdoor amenity space at grade, as shown on Attachment 3, and underground parking to serve Towers 1 and 2. These lands (0.4 ha) will be redesignated from “Low-Rise Residential” to “High-Rise Residential” in the manner shown on Attachment 2. Adding 0.4 ha of lands to the “High Rise Residential” designation reduces the overall FSI for this designation from 4.7 to 4.5 times the area, even though 237 additional residential apartment units are proposed. An amendment to the maximum permitted FSI is required to reduce the maximum permitted FSI on the portion of the Subject Lands designated “High-Rise Residential” from 4.7 to 4.5.

The Development Planning Department can support the proposed redesignation. The overall site organization on the Subject Lands will remain unchanged and the additional building height, GFA and apartment units can be supported from a built form/urban design perspective and will not impact surrounding land uses.

Increase to the maximum building height from 22 to 32-storeys

Section 13.41 of VOP 2010 permits a maximum building height of 22-storeys for the “High-Rise Residential” designation. The Development includes 4 apartment buildings ranging in height from 22-storeys (Towers 1 and 4), 30 storeys (Tower 3) and 32 storeys (Tower 2). The Applications would increase the maximum building height to 32-storeys to permit the additional building height for Towers 2 and 3.

The Development Planning Department has no objection to the proposed building height and the additional 237 units, for the following reasons:

- Towers 2 and 3 would be located furthest away from the low-rise townhouses within the Development on the Subject Lands, minimizing potential visual impacts
- Towers 1 and 4 would not exceed the current permitted maximum building height of 22-storeys, with the closest tower (Tower 1) to the low-rise townhouses being separated from townhouse Block 1 by 51 m, providing a transition in height from Islington Avenue and appropriate separation between building types
- A minimum distance of 20 m between each facing tower will be provided in accordance with Policy 13.41.1.6 of VOP 2010 and the staggering of the tower locations on either side of the road would mitigate privacy concerns
- the Shadow Study prepared by Quadrangle and submitted to the City on December 16, 2019 demonstrates the additional building height will comply with the Performance Standards under Section 5.2.2 of the City-Wide Urban Design Guidelines by allowing the minimum requirement for 5 hours of sunlight on adjacent sidewalks
- the Development provides appropriate transit-oriented intensification on the Subject Lands and are supported by the nearby Regional Rapid Transit Corridor (Steeles Avenue West), YRT and TTC transit services along Islington Avenue and Steeles Avenue West. The Owner has agreed to construct the sidewalk extension on the west side of Islington Avenue from the Subject Lands to Steeles Avenue West to ensure future residents have direct access to public transit along Steeles Avenue West.

In addition, consistent with Section 37 of the *Planning Act* and the policies of VOP 2010, Section 10.1.2.9, the Owner shall enter into a Section 37 Bonusing Agreement for the increase in maximum building height, as discussed later in this report.

The Urban Design Guidelines for Infill Development do not apply to the Subject Lands

Vaughan Council on October 19, 2016, approved the Urban Design Guidelines for Infill Development in Established Low-Rise Residential Neighbourhoods (the 'Guidelines'), to clarify VOP 2010 policy as it applies to low-rise neighbourhoods. The guidelines are typically applied to detached, semi-detached and townhouse units located in a stable Community Area. In accordance with Map 1 of the Guidelines, the Subject Lands are located within a Community Area, but outside of the established Community Areas where the Guidelines apply. Therefore, the Guidelines do not apply to the Subject Lands.

The Owner is required to enter into a Section 37 Bonusing Agreement for the proposed increase in building height in exchange for community benefits

Vaughan Council has the authority under Section 37(1) of the *Planning Act*, in a By-law enacted under Section 34 of the *Planning Act*, to authorize an increase to the building height of the development above what is otherwise permitted in return for the provision of community benefits.

To determine the uplift value and the Section 37 contribution the Owner retained Colliers International who provided an appraisal report for the uplift value of the Subject Lands resulting from the proposed increase in building height. The Owner on December 3, 2020 submitted the appraisal to the City for review and approval. The appraisal report identifies the uplift value of the Subject Lands as of the effective date of November 17, 2020 to be \$3,400,000. The Infrastructure Development Department, Real Estate Division, reviewed and accepted the appraisal report.

Based on the policies of VOP 2010 and the City's Guidelines for the Implementation of Section 37 Benefits, the Owner and the City have agreed to a monetary contribution of \$850,000. This contribution will be included in the implementing Zoning By-law and secured through an amended Section 37 Density Bonusing Agreement executed between the Owner and the City prior to the enactment of the Zoning By-law, to the satisfaction of the City. The contribution will be directed towards one or a combination of the following to be finalized prior to the execution of the Density Bonusing Agreement:

- off-site improvements / upgrades to existing parks , City-wide trails (Vaughan Super Trail) and community facilities that are above the City's standard level of service
- enhanced public access to natural heritage features, ravines and valleylands supported by the TRCA, involving off-site improvements/upgrades.

The Owner will be required to pay the Section 37 Bonusing Agreement Surcharge Fee in accordance with the "Tariff of Fees By-law for Planning Applications", in effect at the time of the execution of the Agreement to prepare the Section 37 Agreement. Conditions to this effect are included in the Recommendations of this report.

Amendments to site-specific Exception 9(1323) in Zoning By-law 1-88 are required to permit the Development

The Subject Lands are zoned RA3(H) Zone, RT1(H) Zone, OS1 Zone and OS2 Zone as shown on Attachment 1, and subject to site-specific Exception 9(1323). This zoning would permit the development shown on Attachment 8, subject to the conditions identified in Exception 9(1323) that are required to lift the Holding Symbol "(H)".

The Owner is proposing to amend site-specific Exception 9(1323) to rezone a portion of the Subject Lands from RT1(H) Zone to OS2 Zone as shown on Attachment 3 to expand the private outdoor amenity area and underground parking area, together with the following site-specific zoning exceptions:

Table 1:

| | Zoning Standards | Site-Specific Exception 9(1323) RA3 Zone Requirements | Proposed Amendments to RA3 Zone Requirements |
|----|---------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| a. | Maximum Building Height in an RA3 Zone | 22-storeys (75 m), exclusive of mechanical equipment and architectural features | <p><u>Tower 2</u> 32-storeys (105 m), exclusive of mechanical equipment and architectural features</p> <p><u>Tower 3</u> 30-storeys (97 m) exclusive of mechanical equipment and architectural features</p> |
| b. | Minimum Parking Requirements in an RA3 Zone | <p><u>Towers 1 and 2</u></p> <ul style="list-style-type: none"> • 383 units at 1 space/unit = 383 spaces • 383 units at 0.2 visitor spaces/unit = 77 spaces <p><u>Towers 3 and 4</u></p> <ul style="list-style-type: none"> • 377 units at 1 space/unit = 377 spaces • 377 units at 0.2 visitor spaces/unit = 76 spaces <p>Total: 913 spaces</p> | <p><u>Towers 1 and 2</u></p> <ul style="list-style-type: none"> • 547 units at 0.9 spaces/unit = 493 spaces • 547 units at 0.2 visitor spaces/unit = 110 spaces <p><u>Towers 3 and 4</u></p> <ul style="list-style-type: none"> • 450 units at 0.9 spaces/unit = 405 spaces • 450 units at 0.2 visitor spaces/unit = 90 spaces <p>Total: 1,098 spaces</p> |
| c. | Minimum Interior Yard in an RA3 Zone | 36.18 m to Tower 1 | 26 m to Tower 1 |
| d. | Maximum Driveway Width | 15 m | 16 m |
| | Zoning Standards | Site-Specific Exception 9(1323) RT1 Zone Requirements | Proposed Amendments to RT1 Zone Requirements |
| e. | Minimum Lot Frontage in an RT1 Zone | 5.49 m for Blocks 9 to 14, shown on Attachment 8 | 5.49 m for Blocks 7 to 11, shown on Attachment 3 |
| f. | Minimum Lot Area in an RT1 Zone | 93.9 m ² for: Blocks 1 to 7 - Lots 54 to 135, excluding Lot 77 | <ul style="list-style-type: none"> • 93.9 m² for Blocks 1 to 6 • 145 m² for Blocks 7 to 8 |

| | Zoning Standards | Site-Specific Exception 9(1323) RT1 Zone Requirements | Proposed Amendments to RT1 Zone Requirements |
|----|--------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | Block 8 - Lots 38 to 52 Block 9 - Lots 34 Block 10 - Lots 28 to 31 Block 12 - Lots 16 to 19 Block 13 - Lots 9 to 13 Block 14 - Lots 4 to 6 As shown on Attachment 8 | <ul style="list-style-type: none"> • 137 m² for Blocks 9 • 150 m² for Blocks 10 to 11 As shown on Attachment 3 |
| g. | Minimum Lot Depth in an RT1 Zone | <ul style="list-style-type: none"> • 12.5 m for Blocks 1 to 8 Shown on Attachment 8 | <ul style="list-style-type: none"> • 12.5 m for Blocks 1 to 6 • 10.1 m for Block 5, Lot 49 and Block 6, Lot 63 Shown on Attachment 4 |
| h. | Maximum Building Height in an RT1 Zone | <ul style="list-style-type: none"> • 13.6 m for Blocks 1 to 8 • 12.5 m for Blocks 9 to 14 As shown on Attachment 8 | <ul style="list-style-type: none"> • 13.6 m for Blocks 1 to 6 • 12.5 m for Blocks 7 to 11 As shown on Attachment 3 |
| i. | Minimum Interior Garage Width | 5.5 m | 3 m for Block 8, Lot 76 |
| j. | Maximum Number of Townhouses in a Block in an RT1 Zone | Permit a maximum of 14 units within a block of back-to-back townhouse dwellings | Permit a maximum of 16 units within a block of back-to-back townhouse dwellings (Block 6) |
| k. | Minimum Setback to Portions of Buildings Below Grade | 1.8 metres | <ul style="list-style-type: none"> • 1.5 m for Block 1, Lot 1 • 1.6 m for Block 5, Lot 49 • 1.6 m for Block 6, Lot 63 |
| l. | Minimum Front or Exterior Yard Setback to an Attached Garage Facing a Lot Line | 6 m | 5.8 m for: <ul style="list-style-type: none"> • Block 1, Lot 1 • Block 3, Lot 26 • Block 4, Lot 42 |

| | Zoning Standards | Site-Specific Exception 9(1323) RT1 Zone Requirements | Proposed Amendments to RT1 Zone Requirements |
|----|--------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| m. | Minimum Yard Setbacks in an RT1 Zone | <p>Front Yard</p> <ul style="list-style-type: none"> • 4.5 m <p>Rear Yard</p> <ul style="list-style-type: none"> • 0 m for Blocks 1 to 8 • 2.7 m for Block 9 • 2.2 m for Block 10 • 6.5 m for Block 11; and, • 6 m for Block 12 <p>Interior Side Yard (abutting a non-residential use)</p> <ul style="list-style-type: none"> • 3.5 m <p>Exterior Side Yard</p> <ul style="list-style-type: none"> • 2.5 m for Block 1 • 2.7 m for Block 2 • 1.4 m for Block 3 • 1.9 m for Block 5 • 2 m for Block 6; and, • 1.5 m for Blocks 7 and 8 <p>As shown on Attachment 8</p> | <p>Front Yard</p> <ul style="list-style-type: none"> • 2.8 m <p>Rear Yard</p> <ul style="list-style-type: none"> • 0 m for Blocks 1 to 6 • 2.7 m for Block 7 • 5.9 m for Block 8 • 5.8 m for Block 9 <p>Interior Side Yard (abutting a non-residential use)</p> <ul style="list-style-type: none"> • 1.25 m for Block 7, Lot 71 • 1.25 m for Block 7, Lot 75 from dwelling wall and 0.80m from porch • 3.08 m for Block 8, Lot 76 • 1.5 m for Block 9, Lot 89 • 1.5 m for Block 10, Lot 90 <p>Exterior Side Yard</p> <ul style="list-style-type: none"> • 1.5 m for Block 1 • 1.9 m for Block 3 • 2 m for Block 4 • 1.3 m for Block 5 and Block 6 <p>As shown on Attachment 3</p> |
| | Zoning Standards | Site-Specific Exception 9(1323) OS1 and OS2 Requirements | Proposed Amendments to General OS1 and OS2 Requirements |
| n. | Minimum Amenity Area | 1,180 m ² within the OS2 Zone | 3,620 m ² within the OS2 Zone |

| | Zoning Standards | Site-Specific Exception 9(1323) RT1 Zone Requirements | Proposed Amendments to RT1 Zone Requirements |
|----|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| o. | Permitted Uses Within the OS1 Zone | <ul style="list-style-type: none"> • Conservation Uses - Conservation Project and Forestry Project • Recreational Uses - Limited to a walking trail only • At-grade Visitor Parking • Bicycle Parking • Hard and Soft Landscaping • A portion of an underground parking garage for Tower 1 only | Permit the following additional uses: <ul style="list-style-type: none"> • Mechanical, electrical, utility and infrastructure services below grade • Loading spaces • A portion of an underground parking garage for Tower 4 |

Minor modifications may be made to the zoning exceptions noted in Table 1 prior to the enactment of an implementing Zoning By-law, as required through final review of the related Site Development Applications.

Permitted Uses

The proposed additional uses in the OS1 Zone would be located along the north limit (abutting the rail line) of the Subject Lands. This land does not contain any natural heritage features and will be privately maintained as an amenity area by the future condominium corporation. The amendment to permit additional uses would not impact the functionality of the amenity area.

Building Height

The proposed building height provides for appropriate transit-oriented intensification on the Subject Lands in proximity to a Regional Rapid Transit Corridor, YRT and TTC transit services. Block 1 will be separated by 51 m from Tower 1, which will maintain the currently permitted maximum building height of 22-storeys. In addition, a minimum distance of 20 m between each facing tower, between Towers 1 and 2 and between Towers 3 and 4, will be provided as required by Section 13.41 of VOP 2010, and the staggering of the tower locations on either side of the road will mitigate privacy concerns.

Minimum Residential Parking Space Requirements

The proposed parking supply is supported by the Transportation Study prepared by NexTrans Consulting Engineers submitted December 16, 2019 and addendum Response Letter submitted July 6, 2020 which highlights Transportation Demand Management ('TDM') measures such as providing transit oriented, walking, and cycling supported development. The DE Department supports the proposed parking supply on the basis that the sidewalk extension on the west side of Islington Avenue will be

constructed as part of the Development and the TDM measures outlined in the Transportation Study are implemented. The sidewalk extension will allow residents to easily access the available YRT and TTC services at Islington Avenue and Steeles Avenue West, which reduces the parking space demand for the Development.

Minimum Setbacks, Lot Dimensions, Garage and Driveway Widths, and Amenity Areas

The proposed amendments to the minimum building setbacks, lot frontage, area, and depth, amenity areas, minimum interior garage and driveway widths primarily reflect the revisions to townhouse block numbers from the previous Islington Steeles Ventures Inc. applications referenced in site-specific Exception 9(1323) and other minor adjustments made through further refinement of the Development. The Development Planning Department considers these revisions and adjustments to site-specific Exception 9(1323) appropriate and supportable to facilitate the Development.

The Development Planning Department can support the zoning exceptions in Table 1 as they will facilitate a built-form which appropriately intensifies the Subject Lands, maintains a site organization which is consistent with the previous Council approved Site Development application for the subject lands and the Development will not have an impact on the surrounding land uses.

An Additional condition is required before the Holding Symbol ('H') can be removed from the Subject Lands

Site-specific Exception 9(1323) contains a number of conditions to be satisfied before the Holding Symbol "H" can be removed from the Subject Lands including the submission of a Ministry of Environment and Climate Change ('MOECC') Record of Site Condition ('RSC'), addressing detailed design comments of the TRCA, obtaining servicing capacity allocation and the dedication of a valleyland trail connection to the City.

In consideration of the depth and location of the proposed sanitary connection and storm outfall within the adjacent valleylands, the DE Department recommends an additional condition be included to be satisfied by the Owner before the Holding Symbol "H" can be removed from the from the Subject Lands, as follows:

- That the sanitary sewer connection is resolved to the satisfaction of the City and a Subdivision Agreement has been executed following approval of the Draft Plan of Subdivision, to satisfy all conditions, financial or otherwise from the City, and specifically the construction of all proposed municipal infrastructure, including the sanitary service connection, storm servicing, watermain, access and consideration for future operation and maintenance of the deep services located in the valleylands system. Said agreement may also be subject to approval from York Region and the TRCA, and further conditions of approval from external review agencies.

The Planning Act permits Vaughan Council to pass a resolution to permit the Owner to apply for a Minor Variance application, if required, within 2 years of a Zoning By-law coming into full force and effect

Section 45 (1.3) of the *Planning Act* restricts a landowner from applying for a Minor Variance Application to the Committee of Adjustment within two years of the day on which a Zoning By-law was amended. The *Planning Act* also permits Council to pass a resolution to allow an Owner to apply for a Minor Variance application(s) within 2 years of the passing of the zoning by-law amendment.

Should Council approve Zoning By-Law Amendment File Z.19.035, the Development Planning Department has included a Recommendation to permit the Owner to apply for Minor Variance application(s), if required, in advance of the two-year moratorium in order to address minor zoning deficiencies that may arise through the finalization and construction of the Development.

The Subject Lands are not identified as having archaeological potential

The Subject Lands have been assessed for archaeological concerns in accordance with the *Ontario Heritage Act* and have been cleared of having archaeological potential. Standard archaeological clauses shall be applied through the implementing Site Plan Agreement:

The DE Department has provided comments to be addressed through the related Draft Plan of Subdivision and Site Development Applications

The DE Department has provided the following comments to be addressed by the Owner through the resubmission of plans and reports, specifically the servicing strategy for the proposed municipal infrastructure including the sanitary sewer extension and stormwater services and features.

Functional Servicing and Stormwater Management Report

The Owner on July 10, 2020 submitted a revised Functional Servicing and Stormwater Management Report ('FSR') prepared by Urbantech West in support of the Development to demonstrate the proposed servicing scheme.

Water Distribution

The Subject Lands lie within Pressure District 4 of the York Water System. The Development is proposed to be connected to an existing City watermain located along the east side of Islington Avenue. Internal to the Subject Lands, the Development would be serviced by a looped domestic and fire line via the connection noted above with a water meter and backflow chamber.

Sanitary Servicing

The Development includes a sanitary service connection to an existing gravity sewer stub located in the adjacent valleylands. The existing connection outlets to the Pine Valley Trunk Sewer that runs between two York Region sanitary trunk sewers. The proposed sanitary sewer connection will traverse the valleylands (along the south property boundary) with a connection to the existing gravity sewer stub located within

the valley. Private sanitary sewers are proposed via the private roadways with lateral connections shown to the proposed townhouse units and to the four apartment buildings.

The proposed sanitary sewer extension through the valleylands to the gravity sewer stub is expected to be a private sewer connection up to existing Manhole 1A ('MH1A'). The City's service connection to the Regional system will commence at MH1A to the existing Pine Valley Trunk Sewer. Vehicular access to this area and an internal access to the deep sanitary sewer will be required for future operations and maintenance by the City and the future condominium corporation(s). Further clarification and information is required as part of the detailed design stage of the related Draft Plan of Subdivision and Site Development Applications.

Stormwater Management and Storm Sewer Network

The Development includes a connection via controlled release which outlets to the adjacent valleylands and ultimately to the Humber River. Quality control is proposed through the implementation of an Oil-Grit Separator and various low-impact development ('LID') measures within the Subject Lands. The proposed stormwater system is considered a private system and will ultimately be the responsibility of the future condominium corporation(s) to own, operate and maintain, and is subject to the review and approval from the City and TRCA.

Additional information on how the proposed outfall will be accessed for maintenance purposes by the future condominium corporation(s) will be required at the detailed design stage. The outfall is approximately 103 m from the top of the slope, as such access to the storm outfall (from the bottom of the valley) is required regardless of the ownership of the lands where the outfall is proposed. Further clarification and information will be required as part of the Site Development application and detailed design stage.

Noise and Vibration Feasibility Study

The Owner submitted a Noise and Vibration Feasibility Study ('NVFS') prepared by HGC Engineering Ltd. dated November 29, 2019. The NVFS concludes the Development is feasible from a noise and vibration perspective. The DE Department concurs with the findings of the NVFS.

An updated NVFS is required at the Site Development Application stage to confirm the conclusions and recommendations contained in the current NVFS and must include site-specific warning clauses and/or additional noise attenuation measures.

Transportation

One access to the Subject Lands is proposed from Islington Avenue, a York Region road, as shown on Attachment 3. The final design and location of the access is subject to York Region review and approval. All units will be accessed by an internal private common element road.

Environmental Engineering

The Owner submitted updated Phase One and Phase Two Environmental Site Assessment ('ESA') reports prepared by Fisher Environmental and received on December 14, 2020. The ESA reports indicated that the Subject Lands were historically used for on-site waste disposal until the early 1960s and subsequently used as a golf course until the early 2000s.

An extensive remediation and monitoring program was implemented on the Subject Lands between 2016 and 2019 to address soil and groundwater impacts resulting from the previous waste disposal operation. Following confirmation of remediation, RSC #226887 was filed to the Environmental Site Registry on July 6, 2020, which confirms that the Subject Lands are suitable for the proposed residential uses. Further methane monitoring programs will be required to confirm that no methane impacts are affecting the Subject Lands as a result of the previous waste disposal operation. Conditions regarding the required methane monitoring will be included in the associated Subdivision Agreement.

Development Charges and cash-in-lieu of the dedication of parkland are applicable for the Development

The Owner shall pay all applicable Development Charges and cash-in-lieu of the dedication of parkland, and appropriate conditions shall be included in the associated Subdivision and Site Development Agreements.

Parks Infrastructure Planning & Development

All open space within the Subject Lands is proposed to be private amenity area to serve the Development owned and maintained by the future condominium corporation(s). A public trail is proposed within the adjacent valleylands connecting to the Development via a pedestrian walkway along the south side of Tower 4, as shown on Attachment 3. The Parks Planning Department has no objection to the Applications and has provided trail feasibility comments to be addressed through related Draft Plan of Subdivision File 19T-17V006.

The TRCA has no objection to the Applications, subject to the resolution of all technical comments through the related Site Development and Draft Plan of Subdivision Applications

The adjacent valleylands where servicing and stormwater infrastructure and the public trail connection is proposed are within the TRCA Regulated Area. The TRCA has no objection to the Applications and has provided technical comments respecting detailed engineering design, stormwater management and additional items to be addressed through the related Draft Plan of Subdivision and Site Development Applications.

CP and CN have provided comments on the Applications

The Subject Lands are located in proximity to the CP Mactier Subdivision mainline and CN principle mainline rail corridors to the north where rail operations may impact future residents of the Development. Both CP and CN previously identified requirements for

the Development and conditions/clauses to be addressed through the related Draft Plan of Subdivision and Site Development Applications.

All school boards have no objection to the proposed Applications

The York Region District School Board and York Region Catholic District School Board have no objection to the Applications.

Financial Impact

There are no financial requirements for new funding associated with this report.

Broader Regional Impacts/Considerations

York Region has advised the Official Plan Amendment Application is a matter of local significance and does not adversely affect Regional planning policies or interest. York Region on March 27, 2020 exempted the Official Plan Amendment Application from approval by the Regional Committee of the Whole and Council. York Region has provided comments on the related Draft Plan of Subdivision and Site Development Applications to be addressed by the Owner, including land dedication and financial requirements, source water protection, dewatering, streetscaping and transportation/traffic management.

Conclusion

The Development Planning Department is satisfied that the Applications are consistent with the policies of the PPS, conforms to the Growth Plan and the York Region Official Plan. The proposed amendments to the Official Plan and Zoning By-law 1-88 are appropriate for the development on the Subject Lands. The Development utilizes an intensified compact built form, is compatible with the surrounding area, adds a mix of unit types available to the area and is in close proximity to existing and planned public transit facilities. On this basis, the Development Planning Department can support the approval of the Applications, subject to the Recommendations of this report.

For more information, please contact Chris Cosentino, Planner, at extension 8215

Attachments

1. Context & Location Map
2. Proposed Official Plan Designations
3. Site Plan and Proposed Zoning
4. Landscape Plan
5. Apartment Building Elevations
6. Typical Back-to-Back Townhouse Elevations – Block 1
7. Typical Street Townhouse Elevations – Block 8
8. Approved Zoning and Development Concept – Files OP.15.007 & Z.15.030

Prepared by

Chris Cosentino, Planner, ext. 8215

Mark Antoine, Senior Planner, ext. 8212

Carmela Marrelli, Senior Manager of Development Planning, ext. 8791

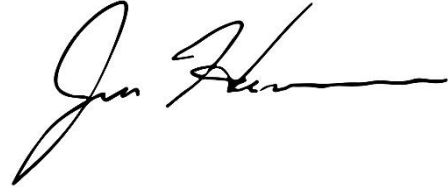
Bill Kiru, Acting Director of Development Planning, ext. 8633

Approved by

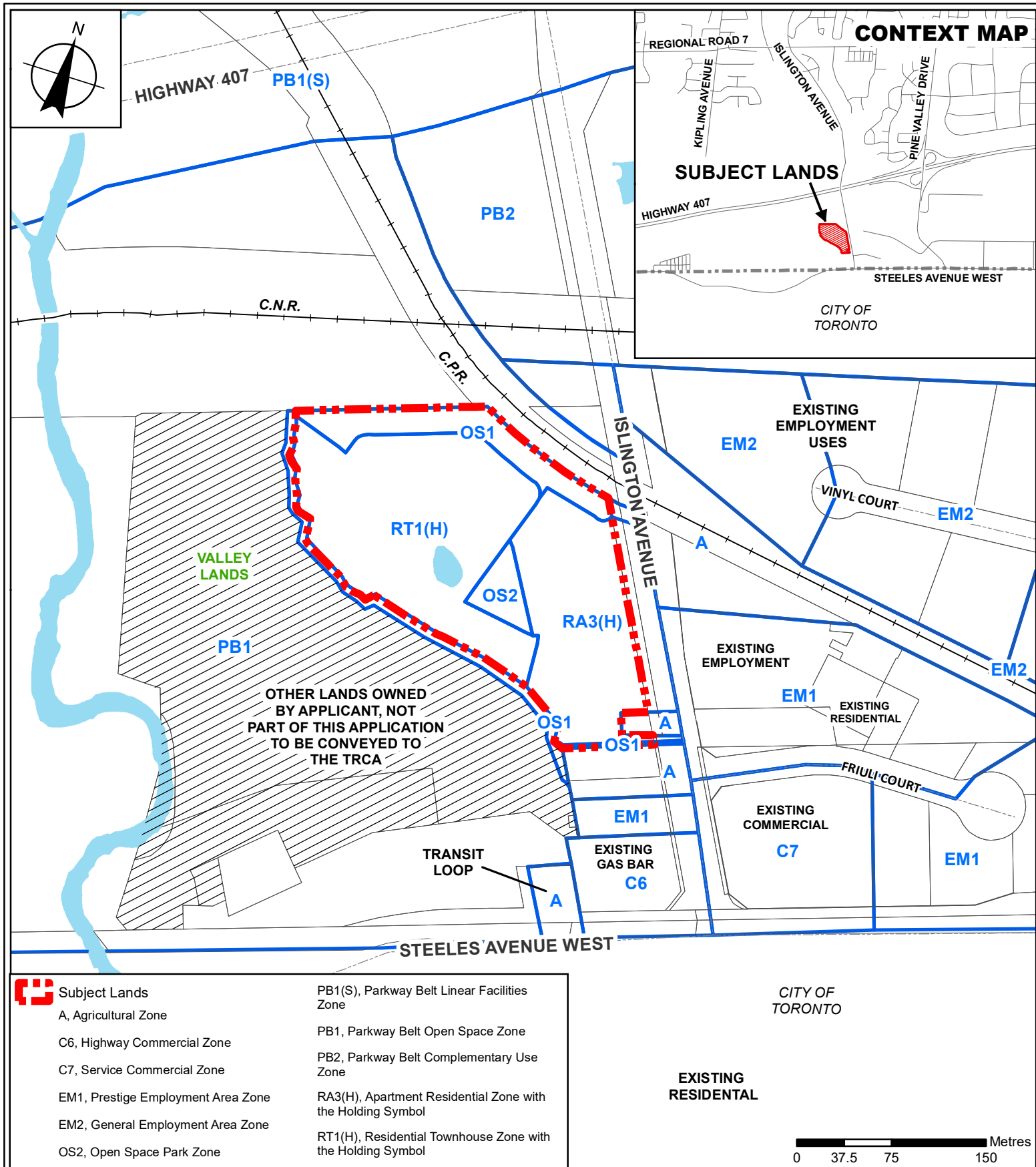


Mauro Peverini, Acting Chief
Planning Official

Reviewed by



Jim Harnum, City Manager



Context & Location Map

LOCATION:
Part of Lot 1, Concession 7
7082 Islington Avenue

APPLICANT:
Primont (Islington) Inc.

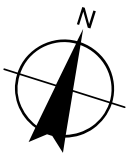


421

Attachment

FILES:
OP.19.013, Z.19.035
RELATED FILES: DA.18.015,
DA.20.007, 19T-17V006
DATE: February 2, 2021

1



**LANDS TO BE
REDESIGNATED
FROM LOW-RISE
RESIDENTIAL TO
HIGH-RISE
RESIDENTIAL (0.4 ha)**


**LOW-RISE
RESIDENTIAL**

**HIGH-RISE
RESIDENTIAL
H - 32
D - 4.5**

**NATURAL
AREAS**

H = Height

D = Density

 **Lots to be Redesignated**

 **Subject Lands**

0 15 30 60 Metres

Proposed Official Plan Designations

LOCATION:
Part of Lot 1, Concession 7
7082 Islington Avenue

APPLICANT:
Primont (Islington) Inc.

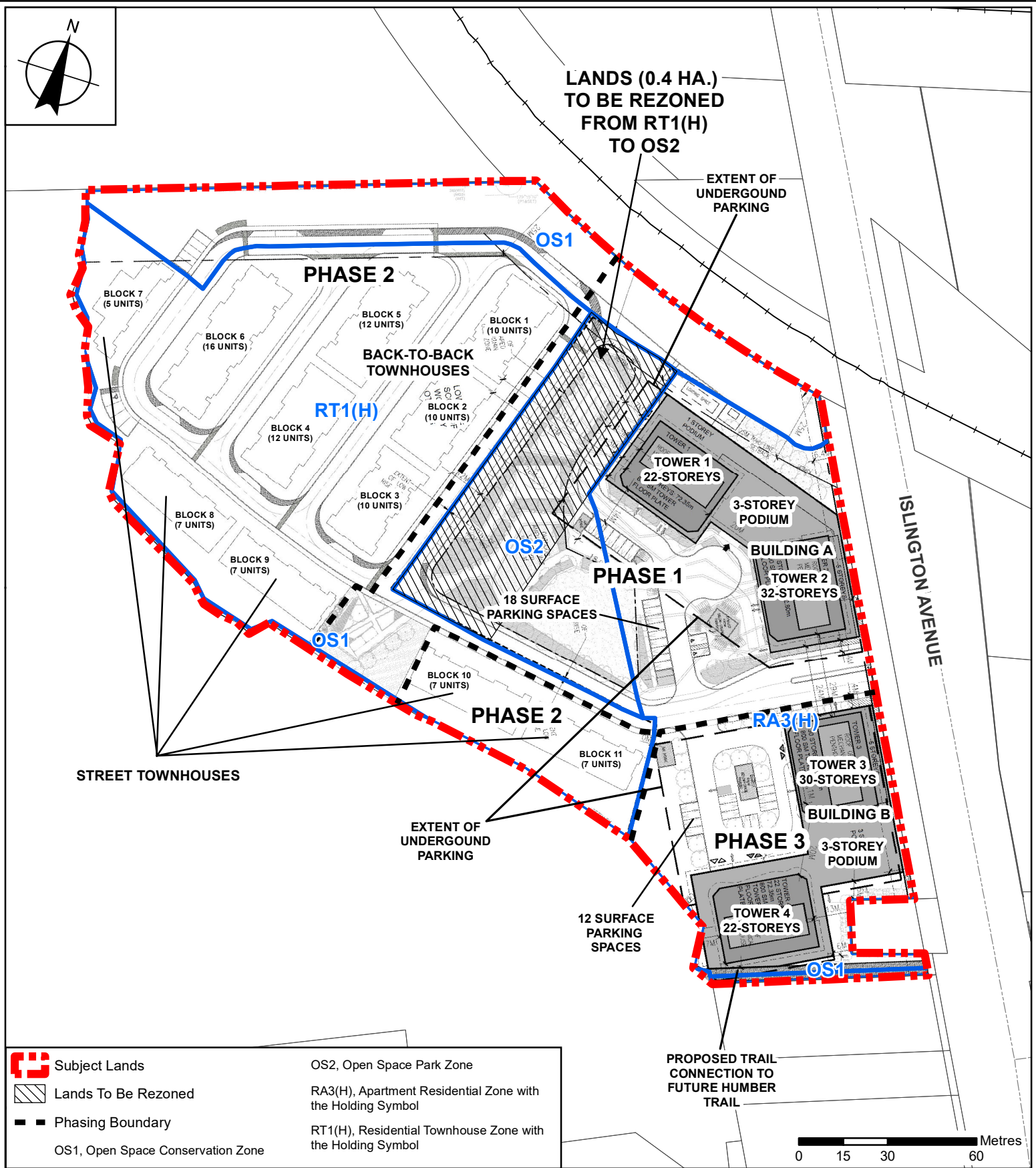


423

Attachment

FILES:
OP.19.013, Z.19.035
RELATED FILES: DA.18.015,
DA.20.007, 19T-17V006
DATE: February 2, 2021

2



Site Plan and Proposed Zoning

LOCATION:
Part of Lot 1, Concession 7
7082 Islington Avenue

APPLICANT:
Primont (Islington) Inc.



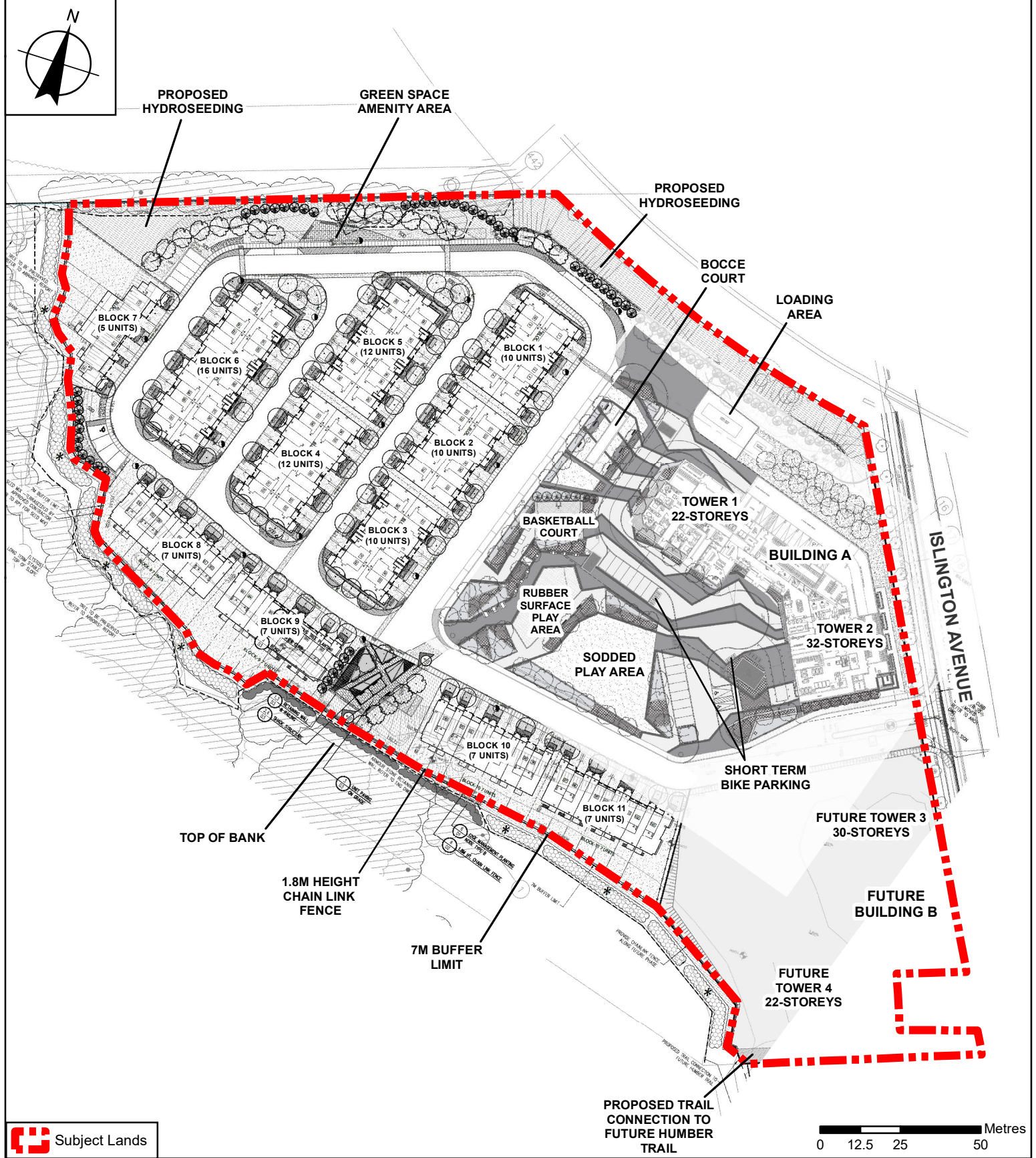
Attachment

FILES:
OP.19.013, Z.19.035

RELATED FILES: DA.18.015,
DA.20.007, 19T-17V006

DATE: February 2, 2021

3



Landscape Plan

LOCATION:
Part of Lot 1, Concession 7
7082 Islington Avenue

APPLICANT:
Primont (Islington) Inc.

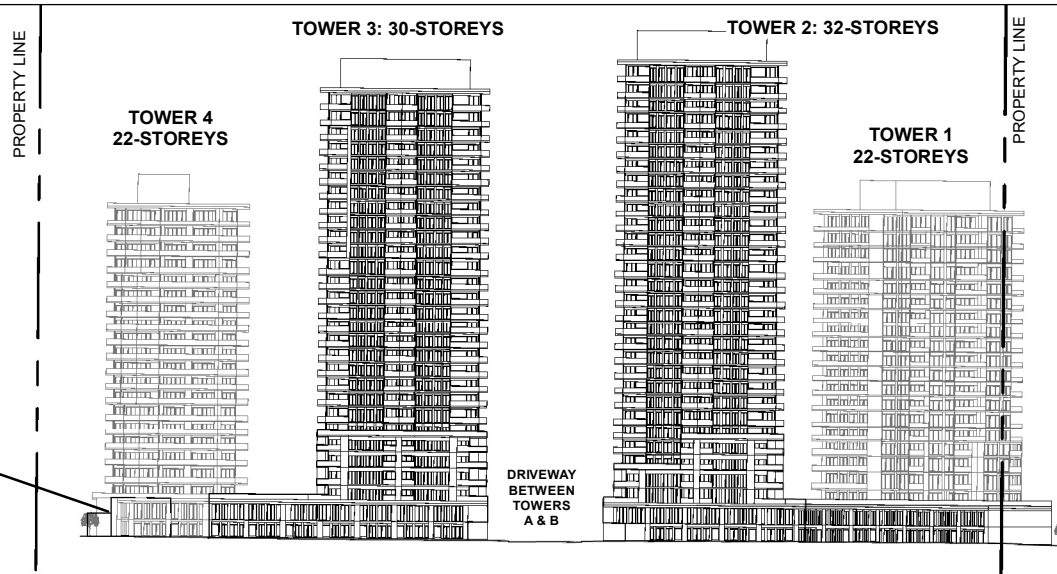


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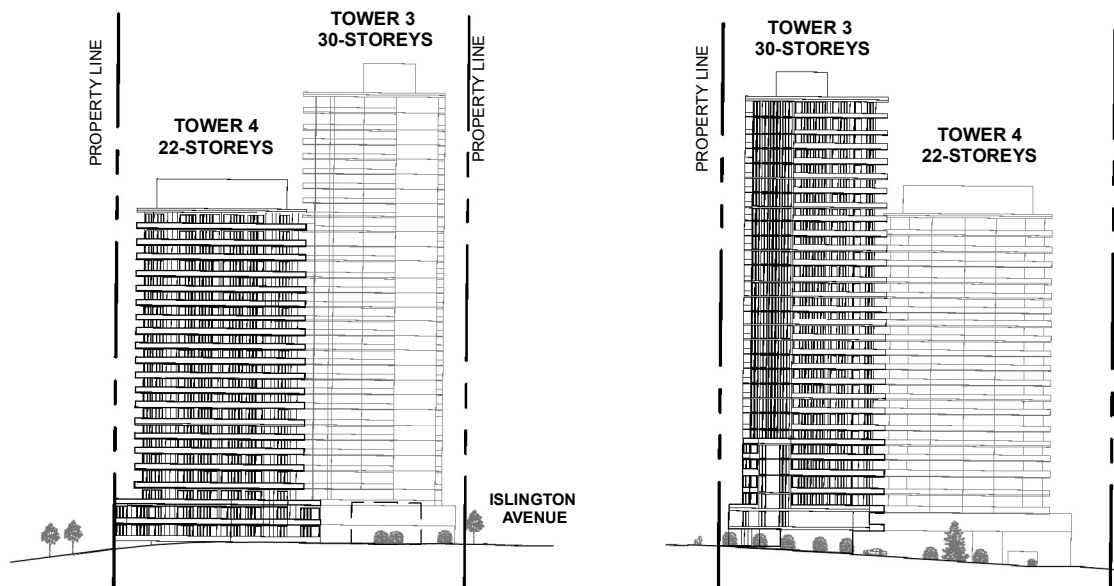
FILES:
OP.19.013, Z.19.035
RELATED FILES: DA.18.015,
DA.20.007, 19T-17V006
DATE: February 2, 2021

4

EXISTING BUILDING OUTLINE,
OUTSIDE OF SUBJECT PROPERTY



TOWERS 1-4 - EAST ELEVATION FACING ISLINGTON AVENUE



TOWERS 3 & 4 - SOUTH ELEVATION

TOWERS 3 & 4 - NORTH ELEVATION

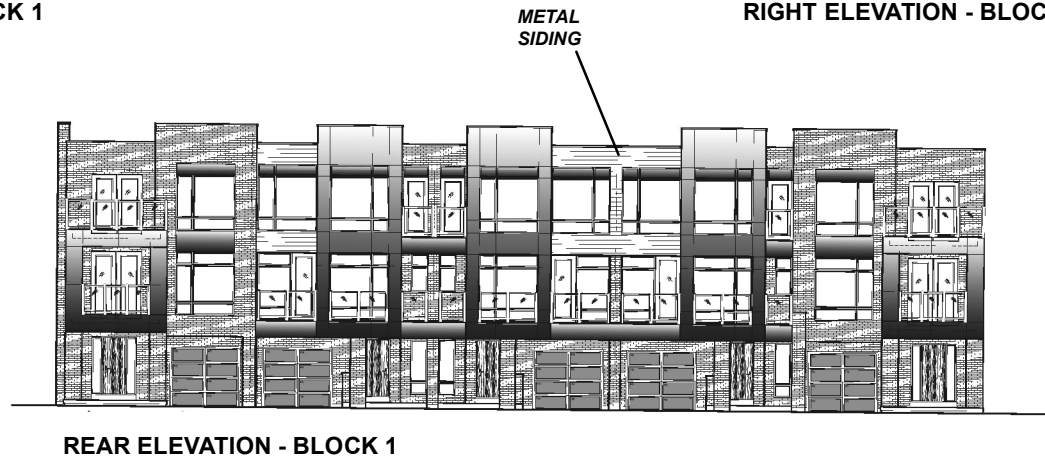
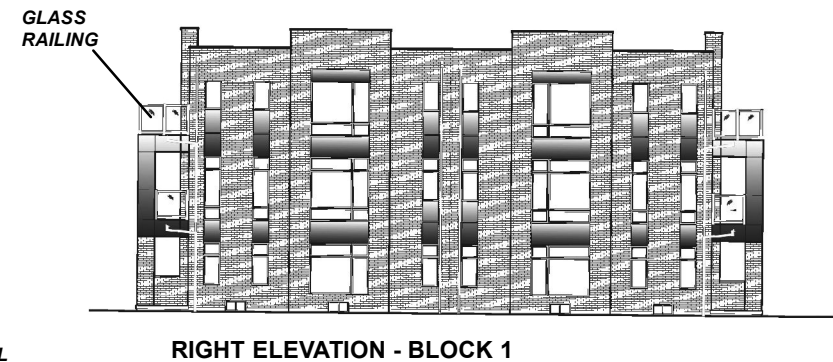
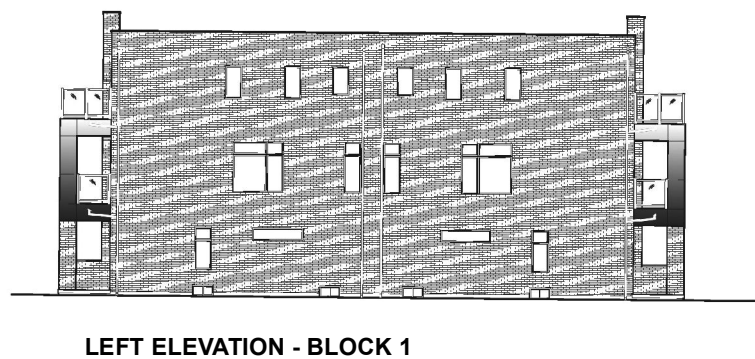
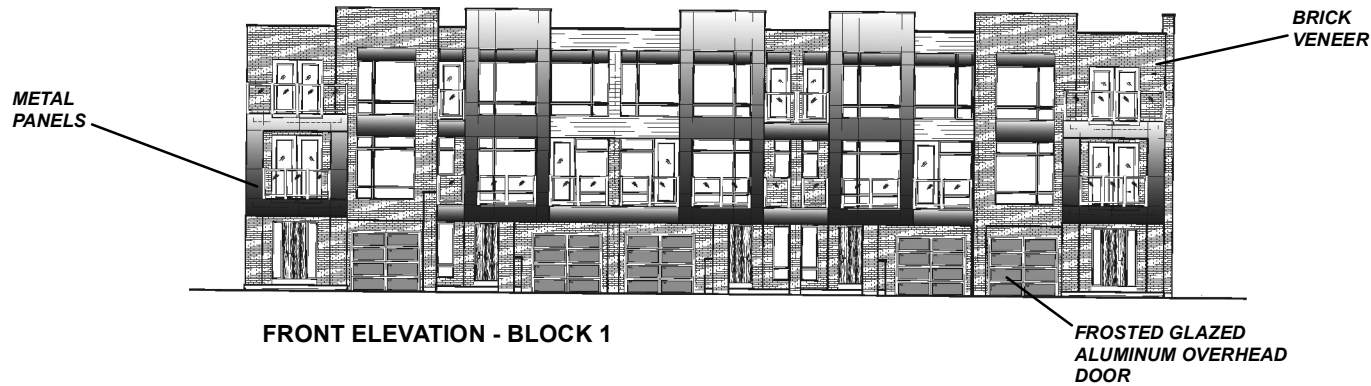
Apartment Building Elevations

LOCATION:
Part of Lot 1, Concession 7
7082 Islington Avenue
APPLICANT:
Primont (Islington) Inc.



Attachment

FILES:
OP.19.013, Z.19.035
RELATED FILES: DA.18.015,
DA.20.007, 19T-17V006
DATE: February 2, 2021



Not to Scale

Typical Back-to-Back Townhouse Elevations - Block 1

LOCATION:

Part of Lot 1, Concession 7, 7082 Islington Avenue

APPLICANT: Primont (Islington) Inc.



431

Attachment

FILES:

OP.19.013, Z.19.035

RELATED FILES: DA.18.015,
DA.20.007, 19T-17V006

DATE: February 2, 2021

6



Typical Street Townhouse Elevations - Block 8

LOCATION:

Part of Lot 1, Concession 7, 7082 Islington Avenue

APPLICANT: Primont (Islington) Inc.



433

Attachment

FILES:

OP.19.013, Z.19.035

RELATED FILES: DA.18.015,
DA.20.007, 19T-17V006

DATE: February 2, 2021

7

Committee of the Whole (2) Report

DATE: Tuesday, February 9, 2021

WARD: 4

TITLE: DUFFERIN VISTAS LTD.

ZONING BY-LAW AMENDMENT FILE Z.16.016

DRAFT PLAN OF SUBDIVISION FILE 19T-16V001

230 GRAND TRUCK AVENUE

VICINITY OF DUFFERIN STREET AND RUTHERFORD ROAD

FROM:

Jim Harnum, City Manager

ACTION: DECISION

Purpose

To seek approval from the Committee of the Whole to amend the Council approved recommendations and Local Planning Appeal Tribunal's approval for Zoning By-law Amendment File Z.16.016 (Dufferin Vistas Ltd., Item 5, Report No. 6, February 21, 2017) to allow the Owner to apply for a Minor Variance Application(s) before the second anniversary of the day in which the implementing zoning by-law came into effect for the Subject Lands shown on Attachment 1.

Report Highlights

- The Development Planning Department supports the inclusion of an additional recommendation to allow the Owner to apply for a Minor Variance Application(s) before the second anniversary of the day in which the implementing zoning by-law came into effect by the Local Planning Appeal Tribunal (September 25, 2019), for Zoning By-law Amendment File Z.16.016, on the Subject Lands.
- The Owner is seeking relief from Zoning By-law 1-88 for the approved Phase 1 development on the Subject Lands to reduce the rear yard setback, increase the building height and increase the maximum garage width through the Committee of Adjustment.

Recommendation

1. THAT the Council approved Recommendations contained in Item 5, Report No. 6 (Dufferin Vistas Ltd.) dated February 21, 2017, be amended to include the following recommendation:

“THAT the Owner be permitted to apply for a Minor Variance Application(s) to the Vaughan Committee of Adjustment, before the second anniversary of the day on which the implementing Zoning By-law for the Subject Lands came into effect, to permit minor adjustments to the implementing Zoning By-law.”

Background

The subject lands (‘Subject Lands’) are municipally known as 230 Grand Trunk Avenue and are located west of Dufferin Street and north of Rutherford Road as shown on Attachment 1.

Development applications for the Subject Lands were approved by the Local Planning Appeal Tribunal

Dufferin Vistas Ltd. (the ‘Owner’) appealed the applications to the Local Planning Appeal Tribunal (‘LPAT’), citing Vaughan Council’s refusal or neglect to make a decision on Zoning By-law Amendment File Z.16.016 and Draft Plan of Subdivision File 19T-16V001 (the ‘Applications’) within the allotted *Planning Act* timeframes. Vaughan Council, on February 21, 2017, endorsed the Applications for approval.

The LPAT, through their Order dated September 25, 2019 (File No. PL160978) allowed the appeal with respect to the Applications to permit 32 detached dwellings, as shown on Attachment 2. The LPAT also authorized the Office of the City Clerk to assign a number to the implementing zoning by-law. Vaughan Council on October 23, 2019, assigned the implementing zoning by-law as By-law 137-2019.

Previous Reports/Authority

[Item 5, Report No. 6 Committee of the Whole Council Extract February 21, 2017 Enacted Zoning By-law 137-2019](#)

Analysis and Options

The Planning Act permits Vaughan Council to pass a resolution to permit the Owner to apply for a Minor Variance Application(s) within two years of a zoning by-law coming into full force and effect

Section 45(1.3) of the *Planning Act* restricts the submission of a Minor Variance Application(s) to the Committee of Adjustment within two years of the day in which a

zoning by-law was amended. Section 45(1.4) of the *Planning Act* permits a Council to pass a resolution to allow an Owner to apply for a Minor Variance Application within two years of the passing of a zoning by-law. Zoning By-law 137-2019 was approved at LPAT on September 25, 2019 and therefore, two years have not passed since the enactment of the by-law.

The Owner has submitted a Minor Variance Application to the approved Zoning By-law

The Subject Lands are zoned “RD4(H) Detached Residential Zone Four” with the Holding Symbol “(H)” by Zoning By-law 1-88, and subject to site-specific exception 9(1483), which permits detached residential dwellings.

The Owner submitted a Minor Variance Application (File A009/21) to the Committee of Adjustment for relief from Zoning By-law 137-2019 . The following variances to the draft approved subdivision shown on Attachment 2, are being requested by the Owner:

1. Reduce the required rear yard setback from 7.5 m to 6 m (excluding Lots 15-19)
2. Increase the maximum building height from 11 m to 13 m for all lots
3. Permit a maximum interior garage width of 6.1 m on a lot with a minimum lot frontage of 11 m, whereas 4.5 m is required
4. Permit a maximum interior garage width of 6.1 m on a lot with a minimum lot frontage of 14 m that abuts a greenway or buffer, whereas 4.5 m is required.

The Owner has indicated the variances identified above are required in order to increase the gross floor area and ceiling heights of the proposed dwellings. Should Council approve the recommendation, the minor variance application will be reviewed and circulated to internal staff and the Toronto and Region Conservation Authority (‘TRCA’) to determine if the variances meet the four tests identified in Section 45(1) of the *Planning Act*.

Should Council approve the recommendation in this report, the Owner would also be able to apply if necessary, for future zoning relief for the Subject Lands in the event other minor zoning matters arise within the prescribed two-year period in which the zoning by-law was amended. The Development Planning Department can support the request to allow the Owner to submit a Committee of Adjustment application on the basis the Minor Variance Application will be reviewed on its own merits thereby ensuring that the requested variances meet the four tests identified in Section 45(1) of the *Planning Act*.

Financial Impact

There are no requirements for new funding associated with this report.

Broader Regional Impacts/Considerations

There are no requirements from the York Region Community Planning Department regarding this request.

Conclusion

The Development Planning Department supports the request from the Owner to apply for a Minor Variance Application(s) before the second anniversary of the day in which implementing Zoning By-law 137-2019 came into effect. Should Council approve the recommendation, the Owner would be permitted to proceed with their Minor Variance Application (File A009/21) to the Committee of Adjustment to permit variances to the development on the Subject Lands shown on Attachment 2. The Minor Variance application will be reviewed on its own merits ensuring that the requested variances meet the four tests of Section 45(1) of the *Planning Act*.

For more information, please contact: Margaret Holyday, Senior Planner, at ext. 8216.

Attachments

1. Location Map
2. Zoning By-law Schedule

Prepared by

Margaret Holyday, Senior Planner, ext. 8216

Nancy Tuckett, Senior Manager of Development Planning, ext. 8529

Bill Kiru, Acting Director of Development Planning, ext. 8633

Approved by

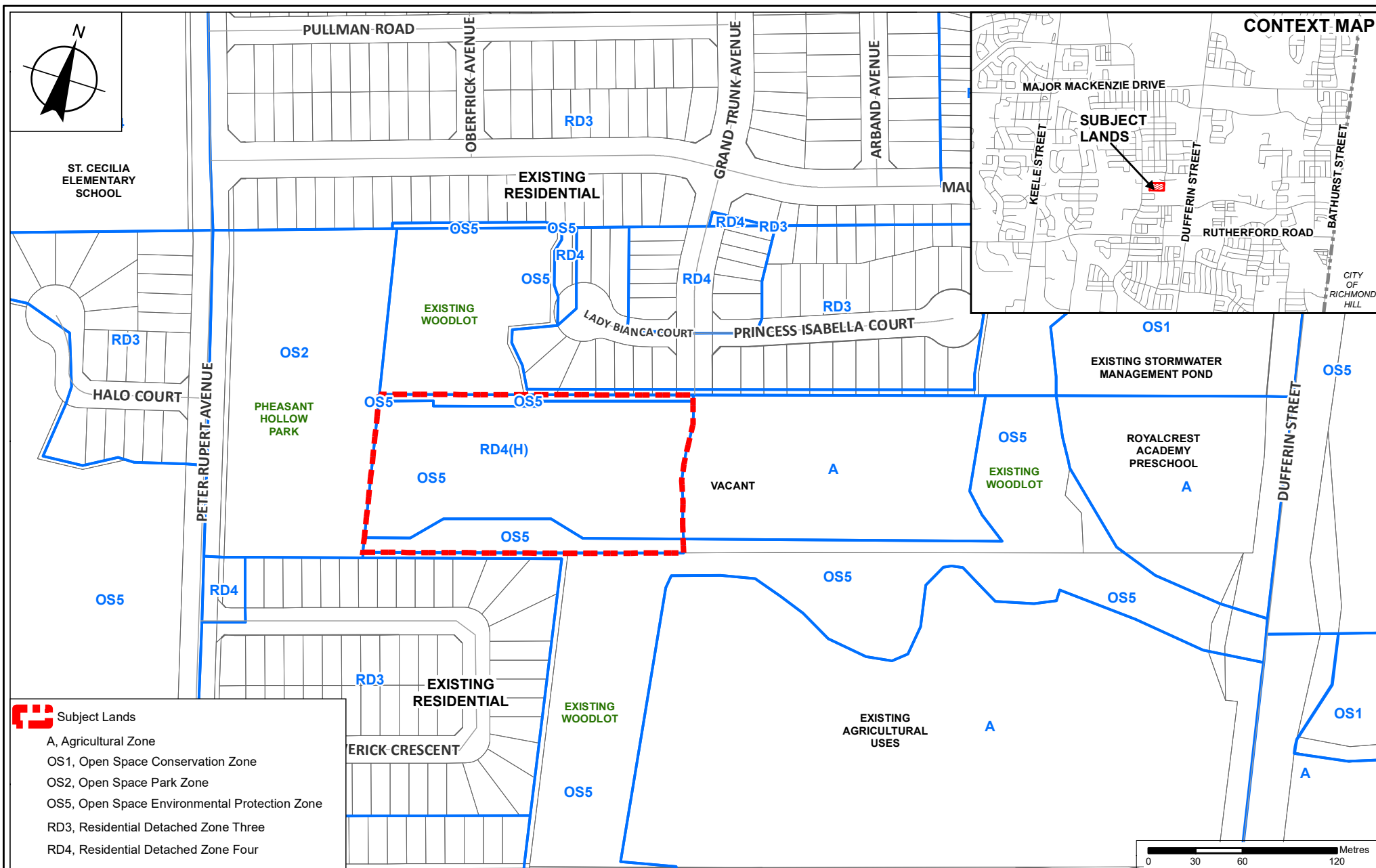


Mauro Peverini, Acting Chief Planning Official

Reviewed by



Jim Harnum, City Manager



Location Map

LOCATION:
Part of Lot 17, Concession 3
230 Grand Truck Avenue

APPLICANT:
Dufferin Vistas Ltd.



441

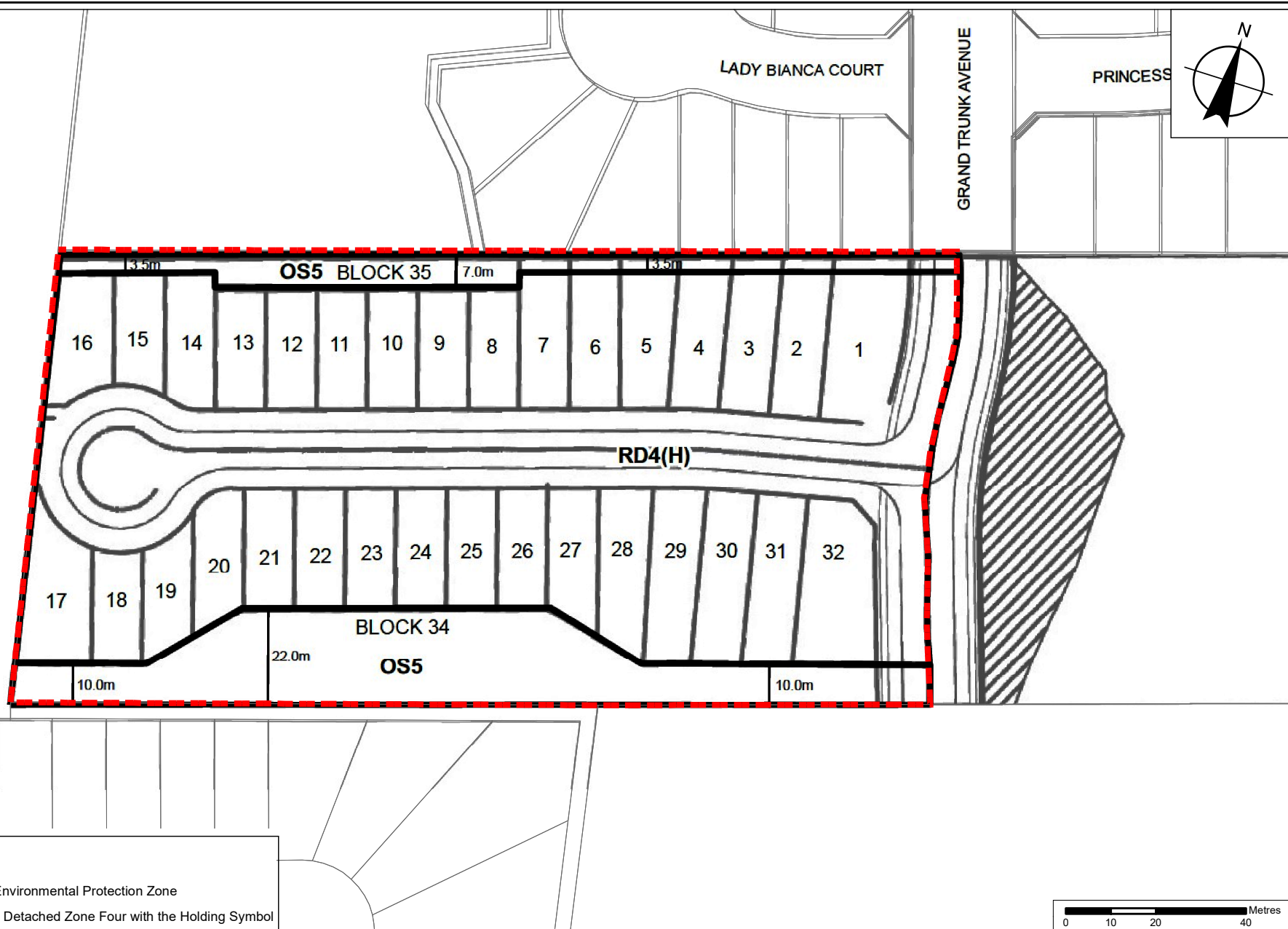
Development Planning

Attachment

FILES:
Z.16.016 & 19T-16V001

DATE:
February 9, 2021

1



Subject Lands

OS5, Open Space Environmental Protection Zone

RD4(H), Residential Detached Zone Four with the Holding Symbol

Zoning By-law Schedule

LOCATION:
Part of Lot 17, Concession 3
230 Grand Truck Avenue

APPLICANT:
Dufferin Vistas Ltd.



443

Development Planning

Attachment

FILES:
Z.16.016 & 19T-16V001

DATE:
February 9, 2021

2

Committee of the Whole (2) Report

DATE: Tuesday, February 09, 2021

WARD: 3

TITLE:VAUGHAN NW RESIDENCES INC.

ZONING BY-LAW AMENDMENT FILE Z.19.029

DRAFT PLAN OF SUBDIVISION FILE 19T-19V005

10083 & 10101 WESTON ROAD

VICINITY OF WESTON ROAD AND MAJOR MACKENZIE DRIVE

FROM:

Jim Harnum, City Manager

ACTION: DECISION

Purpose

To seek approval from the Committee of the Whole for Zoning By-law Amendment File Z.19.029 and Draft Plan of Subdivision File 19T-19V005 (Vaughan NW Residences Inc.) for the Subject Lands shown on Attachment 2 to permit the development of 130 street and 44 back-to-back townhouse dwelling units (174 total units), as shown on Attachments 3 and 4.

Report Highlights

- The Owner proposes to develop the Subject Lands with 130 street and 44 back-to-back townhouse dwelling units (174 total units).
- Zoning By-law Amendment and Draft Plan of Subdivision applications are required to permit the development.
- The Development Planning Department supports the approval of the applications as they are consistent with the Provincial Policy Statement 2020 and conform to A Place to Grow - Growth Plan for the Greater Golden Horseshoe 2019, the York Region Official Plan 2010 and Vaughan Official Plan 2010, and the development is compatible with the existing and planned land uses in the surrounding area.

Recommendations

1. THAT Zoning By-law Amendment File Z.19.029 (Vaughan NW Residences Inc.) BE APPROVED, to amend Zoning By-law 1-88 for the Subject Lands shown on Attachments 1, from “RT1 Residential Townhouse Zone” and “OS2 Open Space Park Zone” subject to site-specific Exception 9(1469) to “RT1 Residential Townhouse Zone” with a Holding Symbol “(H)” and “OS2 Open Space Park Zone” together with the site-specific zoning exceptions identified in Table 1 of this report;
2. THAT the Holding Symbol “(H)” shall not be removed from the Subject Lands or any portion thereof, until a Record of Site Condition has been filed on the Environmental Site Registry and acknowledged by the Ministry of the Environment, Conservation and Parks and provided to the City of Vaughan;
3. THAT Draft Plan of Subdivision File 19T-19V005 (Vaughan NW Residences Inc.) BE APPROVED SUBJECT TO THE CONDITIONS OF DRAFT PLAN OF SUBDIVISION APPROVAL as set out in Attachment 1, to facilitate the residential draft plan of subdivision shown on Attachment 3;
4. THAT Vaughan Council adopt the following resolution of the allocation of water and sewage capacity:

“IT IS HERBY RESOLVED THAT Draft Plan of Subdivision File 19T-19V005 (Vaughan NW Residences Inc.) be allocated servicing capacity from the York Sewage Servicing / Water Supply System for a total of 174 residential townhouse units (532 persons equivalent). The allocation of said capacity may be redistributed (at the discretion of the City) in accordance with the City’s Servicing Capacity Allocation Policy if the development does not proceed to registration and/or building permit issuance within 36 months”; and
5. THAT the Owner be permitted to apply for a Minor Variance Application(s) to the Vaughan Committee of Adjustment, if required, before the second anniversary of the day on which the implementing Zoning By-law for the Subject Lands comes into effect, to permit minor adjustments to the implementing Zoning By-law.

Background

Location

The subject lands (the “Subject Lands”) shown on Attachment 2 are located on the east side of Weston Road, north of Major Mackenzie Drive, and are municipally known as 10083 and 10101 Weston Road. The surrounding land uses are shown on Attachment 2.

Vaughan Council on September 27, 2018, approved Official Plan and Zoning By-law Amendment, Draft Plan of Subdivision and Site Development Files OP.18.004, Z.18.001, 19T-18V002 and DA.18.003, respectively to permit the development of the

Subject Lands with 174, 2 and 3-storey townhouse dwellings with frontage on a private common element condominium road, as shown on Attachment 5.

The Owner has submitted new Zoning By-law Amendment and Draft Plan of Subdivision Applications to facilitate the development of 130 street and 44 back-to-back townhouse dwellings within 31 blocks, fronting onto public streets (the 'Development') on the Subject Lands, as shown on Attachment 3.

Zoning By-law Amendment and Draft Plan of Subdivision Applications have been submitted to permit the Development

Vaughan NW Residences Inc. (the 'Owner') has submitted the following applications (the 'Applications') for the Subject Lands shown on Attachment 2 to permit 130 street and 44 back-to-back townhouse dwellings within 31 townhouse blocks as shown on Attachment 4:

1. Zoning By-law Amendment File Z.19.029 to rezone the Subject Lands from "RT1 Residential Townhouse Zone" and "OS2 Open Space Park Zone" subject to site-specific Exception (1469) to "RT1 Residential Townhouse Zone" and "OS2 Open Space Park Zone" in the manner shown on Attachment 3, together with the site-specific zoning exceptions identified in Table 1 of this report.
2. Draft Plan of Subdivision File 19T-19V005, as shown on Attachment 3, for a residential plan of subdivision (the 'Draft Plan') consisting of the following:

| <u>Blocks</u> | <u>Land Use</u> | <u>Ha</u> | <u>Units</u> |
|--------------------------|-----------------------------------------------------|------------------|---------------------|
| Blocks 1 and 16-19 | Back-to-Back Townhouse (Min. Lot Frontage 6.4 m) | 0.444 | 44 |
| Blocks 2-15 and 20-31 | Street Townhouse (Min. Lot Frontage 5.8 m) | 2.443 | 130 |
| Block 32 | Future Development | 0.151 | |
| Block 33 & 34 | Open Space | 0.069 | |
| Blocks 35-52 | 0.3 m Reserve | 0.018 | |
| Block 53 | Stormwater Management | 0.092 | |
| Roads | (Public Roads "1" to "4") | 1.821 | |
| Total | | 5.038 ha | 174 |

Public Notice was provided in accordance with the Planning Act and Council's Notification Protocol

The City on January 10, 2020, circulated a Notice of Public Hearing to all property owners within 150 m of the Subject Lands, the Vellore Woods Ratepayers' Association and the Millwood Woodend Ratepayers' Association. A copy of the Notice of Public Hearing was also posted on the City's website at www.vaughan.ca and notice signs were installed in accordance with the City's Notice Signs Procedures and Protocols.

The recommendation of the Committee of the Whole to receive the Public Meeting report of February 4, 2020 and forward a comprehensive report to a future Committee of the Whole meeting was ratified by Vaughan Council on February 11, 2020.

Public Comments

The statutory Public Meeting was held on February 4, 2020, and one written submission has been received and the comments are organized by theme as follows:

Density, Built Form and Building Design

- back-to-back townhouses do not allow for a rear yard and set a bad precedent
- there is a significant increase in density from this development and other proposed developments in the area
- crime and safety are directly correlated to increased density in communities
- encroachments for fireplace venting should not be permitted due to possible injury, dangerous emissions and fire hazards
- architectural control should be applied to create a variety of architectural features.

Traffic

- health concerns from increase of traffic congestion
- increased traffic will result in delay of emergency services to the hospital
- street naming should not be based on religious or builder's names and should be different from surrounding street names.

These comments are addressed throughout this report.

On January 26, 2021, a notice of this Committee of the Whole meeting was sent to the individual who submitted written correspondence to the City regarding the Applications.

Previous Reports/Authority

[February 4, 2020, Committee of the Whole Public Hearing \(Item 3, Report 6\)](#)

Analysis and Options

The Development Planning Department supports the Development based on the following:

The Development is consistent with the Provincial Policy Statement, 2020

In accordance with Section 3 of the *Planning Act*, all land use decisions in Ontario "shall be consistent" with the Provincial Policy Statement, 2020 ("PPS"). The PPS provides policy direction on matters of provincial interest related to land use planning and development. These policies support the goal of enhancing the quality of life for all Ontarians. Key policy objectives include building strong, healthy communities; the wise use and management of resources; and protecting public health and safety.

The PPS recognizes that local context and character is important. Policies are outcome oriented, and some policies provide flexibility in their implementation provided provincial interests are upheld. The *Planning Act* requires that Vaughan Council's planning decisions be consistent with the PPS. The Development Planning Department has reviewed the Development in consideration of the policies of the PPS and is of the opinion that the Development is consistent with the PPS, specifically:

- Section 1.1.1 - to accommodate an appropriate range of residential, employment, institutional, recreation, park and open space uses;
- Section 1.1.3 - settlement areas being the focus of development based on densities and land uses which efficiently use land;
- Section 1.4.1 - to provide for an appropriate range and mix of housing types and densities required to meet projected requirements of current and future residents; and,
- Section 1.5.1 - planning for and providing publicly accessible built and natural settings.

The Applications to facilitate the Development shown on Attachment 3 includes residential townhouse dwellings within a settlement area that would add to the range and mix of housing types in the community, efficiently utilize the Subject Lands, and the proposed land use and density conforms to the "Low-Rise Mixed-Use" land use designation in VOP 2010. The Development also includes pedestrian connections from the Subject Lands to the existing community to the north and to the sidewalk proposed along the northside of "Street 4". On this basis, the Development is consistent with the PPS.

The Development conforms to A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019

A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019 (the "Growth Plan") is intended to guide decisions on a wide range of issues, including economic development, land-use planning, urban form, and housing. The Growth Plan provides a framework for managing growth in the Greater Golden Horseshoe including: directions for where and how to grow; the provision of infrastructure to support growth; and protecting natural systems and cultivating a culture of conservation. Council's planning decisions are required by the *Planning Act* to conform, or not conflict with, the Growth Plan.

The Applications to permit townhouse dwellings are consistent with the policy framework of the Growth Plan as the built form would utilize the Subject Lands efficiently, make efficient use of existing infrastructure, and provide housing at densities that are supportive of the Growth Plan objectives, specifically:

- Section 2.2.1 - directing growth to settlement areas with municipal water and wastewater systems, public service facilities, and public transit to support the achievement of complete communities

- Section 2.2.2 – ensure lands developed is designed in a manner that supports the achievement of complete communities
- Section 2.2.6 - providing a diverse mix of housing densities to meet the needs of current and future residents.

The Development shown on Attachment 3 is located within a settlement area and a delineated built-up area contributing to providing a mix of housing densities and unit types within the neighbourhood in accordance with Vaughan Official Plan 2010. Accordingly, the townhouse dwellings conform to and do not conflict with the Growth Plan.

The Development conforms to the York Region Official Plan, 2010

The York Region Official Plan 2010 (“YROP”) guides economic, environmental and community building decisions across York Region. The Subject Lands are designated “Urban Area” on Map 1 - Regional Structure of the YROP. Section 5.0 of the YROP states that “intensification within the Urban Area will accommodate a significant portion of the planned growth in the Region.”

Section 3.5.4 of the YROP requires that “local municipal official plans and zoning by-laws permit a mix and range of housing types, lot sizes, unit sizes, functions, tenures and levels of affordability within each community.” The Development proposes both street and back-to-back townhouses buildings types.

Section 7.2.53 of the York Region Official Plan restricts access from developments adjacent to Regional streets to maximize efficiency of the Regional street system by utilizing local street access. The Development proposes access by public local streets. The YROP also encourages pedestrian scale, safety, comfort and mobility, the enrichment of the existing area with attractive buildings, landscaping and public streetscapes.

The Development will diversify housing options, including a mix and range of housing type, lot and unit sizes, provide for an urbanized streetscape along Weston Road, and create a pedestrian connection through the development to surrounding development, walkways and sidewalks. The Development conforms to the YROP.

The Development conforms to Vaughan Official Plan 2010

The Subject Lands are designated “Mid-Rise Mixed-Use” with a “Commercial District” overlay by Vaughan Official Plan 2010 (VOP 2010), Volume 2, Area Specific Policy 12.6 - Northwest Quadrant of Major Mackenzie Drive and Weston Road. This designation permits 3-storey, back-to-back townhouse dwellings and townhouse dwellings with a minimum residential density of 17 units per hectare and a maximum density of 40 units per hectare. The Development yields a density of 34.5 units per hectare.

The Applications will facilitate a townhouse development consistent in scale and built form with the policies set out in the “Mid-Rise Mixed-Use” designation of VOP 2010 and

with the surrounding existing and planning land uses. The Development conforms to the development criteria in Section 9.2.3.2 of VOP 2010 for townhouse dwellings (including back-to-back townhouse dwellings) as the townhouse dwellings are permitted and will not exceed 3-storeys.

Amendments to Zoning By-law 1-88 are required to permit the Development

The Subject Lands are zoned “RT1 Residential Townhouse Zone” and “OS2 Open Space Park Zone” subject to site-specific Exception 9(1469), as shown on Attachment 2. The Owner is proposing to rezone the Subject Lands to “RT1 Residential Townhouse Zone” and “OS2 Open Space Park Zone” in the manner shown on Attachment 3, together with the following site-specific exceptions to Zoning By-law 1-88:

Table 1:

| | Zoning By-Law 1-88 Standards | RT1 Residential Townhouse Zone Requirements | Proposed Exceptions to RT1 Residential Townhouse Zone Requirements |
|----|----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| a. | Definition of a “Dwelling, Back-to-Back Townhouse” | No Definition | Means an attached low-rise residential building form providing a primary building frontage on two sides, with units sharing rear and side walls |
| b. | Uses Permitted | Townhouse Dwelling | Permit a back-to-back townhouse dwelling |
| c. | Definition of “Lot Line, Front” | Means the street line, provided that in the case of a corner lot, the shorter street line is deemed to be the front lot line and provided further that in the case of a corner lot which has an abutting sight triangle the centre point of the lot line abutting the sight triangle shall be deemed to be the point of intersection of the front and side lot lines. Where both lot lines are of equal length or where the lot abuts more than two (2) street lines, the front lot line shall be the line facing the main entrance of | For Blocks 2 to 6 and 13 to 15, Street “1” shall be deemed to be the Front Lot line |

| | Zoning By-Law 1-88 Standards | RT1 Residential Townhouse Zone Requirements | Proposed Exceptions to RT1 Residential Townhouse Zone Requirements |
|----|----------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | the building unless the lot is a through lot. A reserve abutting a street line shall be deemed to be a street for the purpose of this paragraph. | |
| d. | Minimum Lot Frontage | 6 m/unit | <ul style="list-style-type: none"> • 5.6 m (Blocks 2 to 5, 26 and 27) • 5.8 m (Blocks 6 to 12, 20 to 25 and 28 to 31) • 6.4 m (Blocks 1, 13 to 19) |
| e. | Minimum Lot Area | 162 m ² | <ul style="list-style-type: none"> • 140 m² (Blocks 6 to 12, 20 to 31) • 135 m² (Blocks 2 to 5 and 13 to 15) • 85 m² (Blocks 1, 16 to 19) |
| f. | Minimum Front Yard | 4.5 m | 4 m (All Blocks) |
| g. | Minimum Rear Yard | 7.5m | <ul style="list-style-type: none"> • 7 m (Blocks 6 to 11 and 20, 21 and 23 to 31) • 4 m (Blocks 2 to 5) • 0 m (Blocks 1 and 16 to 19) • 6.5 m (Block 12) • 3.8 m (Block 13) • 1.69 m (Block 13, Unit 64) • 3.6 m (Block 14) • 3 m (Block 15) • 5.5 m (Block 22) |
| h. | Minimum Interior Side Yard (End Units) | 3.5 m | 1.2 m |
| i. | Minimum Interior Side and Rear Yards Abutting a Non-Residential Use including Walkway Blocks | 3.5 m | 1.5 m (Blocks 8, 9, 13, 22, 23, 30 and 31) |

| | Zoning By-Law 1-88 Standards | RT1 Residential Townhouse Zone Requirements | Proposed Exceptions to RT1 Residential Townhouse Zone Requirements |
|----|----------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| j. | Minimum Exterior Side | 4.5 m | <ul style="list-style-type: none"> • 3.5 m (Blocks 1, 17, 18, 19, 20, and 21) • 2.5 m (Blocks 26 and 27) |
| k. | Minimum Setback to a Site Triangle | 4.5 m | 1 m (Block 1, 17 to 21, 26 and 27) |
| l. | Minimum Lot Depth | 27 m | <ul style="list-style-type: none"> • 25.5 m (Blocks 6 to 12, 20, 21 and 24 to 31) • 24.5 m (Blocks 2 to 5 and 13 to 15) • 13 m (Blocks 1, 16 to 19) • 23.5 m (Block 22 and 23) |
| m. | Maximum Building Height | 11 m | 12 m |
| n. | Permitted Yard Encroachments and Restrictions | Fireplaces are not permitted to encroach into a required yard | Permit fireplaces to encroach 0.5 m into a side or rear yard |
| o. | Permitted Yard Encroachments - Bay Windows, Unclosed Porches and Balconies | <ul style="list-style-type: none"> • Bay windows constructed not on footings may extend into a required front exterior side or rear yard to a maximum of 1.8m • Unenclosed Porch may encroach 2.5 m • Balconies may encroach into a required front, exterior side or yard to a maximum 1.8m | <ul style="list-style-type: none"> • Permit Bay windows with or without footings may extent into a required front, exterior side or rear yard to a maximum of 1 m and shall not be permitted to encroach on Blocks 26 and 27 • Unenclosed Porch (with or without footings) may encroach 1.8 m into the front, exterior side or rear yard • Balconies may encroach into a required front yard to a maximum 1.8 m for Blocks 1 and 16 to 19 |

| | Zoning By-Law 1-88 Standards | RT1 Residential Townhouse Zone Requirements | Proposed Exceptions to RT1 Residential Townhouse Zone Requirements |
|----|---------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| p. | No Encroachment Zone Within the Front and Exterior Yard or Interior Yard Abutting a Walkway | 1.5 m | <ul style="list-style-type: none"> • 1 m • Shall permit a minimum setback of 1 m for steps (Blocks 3 to 5, 13 to 15, 26 and 27) • An encroachment shall be permitted within a minimum rear yard of 3.8 m for Block 13 - Unit 64 |
| q. | Maximum Number of Townhouse Units within Block 14 | 6 | 8 |
| r. | Air Conditioner Yard Requirements | Air conditioners are not permitted in front yards | For Blocks 1 and 16 to 19 an air conditioner maybe permitted in any yard to a maximum encroachment of 0.6 m |
| s. | Minimum Parking Requirements for Back-to-Back Townhouses | <u>Residential</u> 1.5 spaces/unit x 44 units = 66 spaces <u>Visitor</u> 0.25 spaces/unit x 44 units = 11 spaces Total = 77 spaces | <u>Residential</u> 2 parking spaces/unit x 44 units = 88 spaces |

The Development Planning Department supports the rezoning of the Subject Lands to “RT1 Residential Townhouse Zone and “OS2 Open Space Park Zone,” together with the exceptions identified in Table 1, as the rezoning implements the “Mid-Rise Mixed-Use” designation policies of VOP 2010, resulting in a development that conforms to VOP 2010 and is compatible with the surrounding area. The requested zoning exceptions for the proposed townhouse units are similar to those approved by Vaughan Council for the surrounding area. In addition, development on the Subject Lands will be subject to review through the Vaughan Council approved Architectural and Urban Design Guidelines to ensure appropriate building designs.

A Holding Symbol “(H)” is recommended for the Subject Lands

The Development Planning Department recommends the Subject Lands be zoned with the Holding Symbol “(H)”, as shown on Attachment 3 and shall not be removed from the Subject Lands, or any portion thereof, until the Owner obtains from the Ministry of the Environment, Conservation and Parks (MECP) a Record of Site Condition (RSC) and a copy is provided to the City.

The Planning Act, permits Vaughan Council to pass a resolution to permit a landowner to apply for a future Minor Variance application(s), if required, within 2 years of a Zoning By-law coming into full force and effect

Section 29(2) of the *Planning Act* restricts a landowner from applying for a Minor Variance Application to the Committee of Adjustment within two years of the day on which a Zoning By-law comes into effect. The *Planning Act* also permits Council to pass a resolution to allow an applicant to apply for a minor variance(s) within 2 years of the passing of a bylaw.

Should Council approve Zoning By-law Amendment File Z.19.029 the Development Planning Department has included a Recommendation to permit the Owner to apply for a Minor Variance application(s), if required, prior to the two-year moratorium in order to address minor zoning deficiencies that may arise through the finalization and construction of the subject Development.

The Development Planning Department has no objection to the Draft Plan, subject to the Conditions of Approval

Subdivision Design

The Draft Plan shown on Attachment 3, includes 31 residential blocks to be developed with 174 townhouse dwellings, an open space block for a pedestrian walkway, and 4 new public roads, including the existing east/west road, Farooq Boulevard, identified as Street “4”. A storage tank is proposed within an easement/open space block, identified as “Open Space/SWM - Block 53” on Attachment 3, in the northeast corner of the Draft Plan of Subdivision.

Urban Design

The Owner shall provide a detailed Tree Preservation Study and Urban Design Brief. A condition to this effect is included in Attachment 1a).

Sustainability Performance Metrics

The Development achieves an overall Sustainability Performance Metrics (‘SPM’) application score of 35 (bronze level). This score meets minimum threshold requirements.

Archaeology

There are no built heritage concerns related to the Subject Lands and the lands have not been identified as having archaeological potential, subject to any archaeological

resources or human remains being located during construction. Warning clauses in this regard are included as Conditions of Approval in Attachment 1a).

The Development Planning Department is satisfied with the proposed Draft Plan of Subdivision design as shown on Attachment 3, subject to the Conditions of Approval in Attachment 1a) of this report.

A Site Development Application will be required for the townhouse units should the Applications be approved

The Owner will be required to submit a Site Development application for the street and back-to-back townhouse dwellings in accordance with Site Plan Control By-law 123-2013 to address matters of detailed engineering and design to the satisfaction of the Development Planning Department.

The Development Engineering Department has no objection to the Development, subject to conditions of approval

The Development Engineering Department has no objection to the approval of the Applications, subject to the following comments:

Water Supply Network

The Subject Lands are within Pressure District 7 (PD7) of the York Water System. The water distribution system in Block 33 West consists of larger diameter well-connected and looped watermains. The main source of water for the Subject Lands is a connection to the existing 400mm diameter watermain on Vellore Park Avenue. A hydrant flow test was conducted to ensure that the existing water supply infrastructure has adequate pressure and the results are provided in the Functional Servicing and Stormwater Management Report (FS/SWMR). Based on the hydrant test, there is adequate pressure during fire flow and average day conditions.

Sanitary Sewer Network

Infrastructure Planning has confirmed there is available sewage capacity in the City's local 600mm diameter sanitary trunk sewer on Cityview Boulevard immediately downstream of the existing sanitary sewer easement (i.e. the existing sanitary sewer system within the easement includes a 250mm diameter sanitary sewer). It is expected the sanitary sewage system leading to the Cityview Boulevard outlet will require upsizing to accommodate the full build-out.

Water and Sewer Allocation

Vaughan Council on December 15, 2020, endorsed the City's Allocation of Servicing Capacity Annual Distribution and Update. The report confirmed servicing capacity is available to support continued urban growth throughout the City

Accordingly, servicing capacity to Draft Plan of Subdivision File 19T-19V005 is available and unrestricted. Therefore, the following resolution to allocate capacity to the Development may be recommended for Council approval:

“IT IS HERBY RESOLVED THAT Draft Plan of Subdivision File 19T-19V005 be allocated servicing capacity from the York Sewage Servicing / Water Supply System for a total of 174 residential townhouse units (532 persons equivalent). The allocation of said capacity may be redistributed (at the discretion of the City) in accordance with the City’s Servicing Capacity Allocation Policy if the development does not proceed to registration and/or building permit issuance within 36 months”

Stormwater Management and Storm Sewer Network

The FS/SWMR states the Subject Lands currently drain towards the south of the Subject Lands to an existing ditch inlet catch basin at Major Mackenzie Drive. The current site topography and land cover is relatively flat and grassy. The site soil conditions are silty sand and clayey silt till covered by a layer of topsoil. The existing infrastructure includes an existing 1200mm diameter storm sewer pipe under Weston Road to the east of the Subject Lands. A 1200mm diameter storm sewer pipe draining north under Vellore Park Avenue is directed to the Argento Stormwater Pond, the pond is located between Cityview Boulevard and Highway 400. The downstream ponds were designed assuming the area would be developed as low density residential.

The stormwater quantity control on the Subject Lands is proposed to be divided in two storage systems based on the drainage areas identified in the FS/SWMR. A storage tank is proposed within an easement/open space block, identified as “Open Space/SWM - Block 53” on Attachment 3, in the northeast corner of the Draft Plan of Subdivision. Based on preliminary engineering design, additional details and revisions will be provided at the detailed design stage. As such the proposed stormwater management system proposes all storm events up to the 100-year event will be fully captured onsite and excess volume will be stored in the underground stormwater storage tanks and in the online storage provided within the box culvert under the future public right-of- way labelled Street ‘4’ on Attachment 3.

Environmental Site Assessment

The Owner submitted Phase One and Two Environmental Site Assessment (ESA) reports. The reports indicated there were some impacted soil stockpiles present on the Subject Lands. A soil stockpile removal program was conducted in August 2020 and confirmatory soil samples following removal indicated the remaining soils onsite met the applicable standards. No additional work was recommended. Given the required remediation, the Owner has initiated the process of filing for a Ministry of the Environment, Conservation, and Parks (MECP) Record of Site Condition (RSC) to confirm the lands are suitable for the proposed residential development. The Holding Symbol “(H)” has been applied to the amending Zoning By-law with a condition that it can be lifted upon the Owner filing and registering a Record of Site Condition on the Environmental Site Registry and acknowledged by the MECP and provided to the City of Vaughan.

Noise and Vibration Feasibility Study

A Preliminary Environmental Noise Report prepared by Jade Acoustics Inc., was submitted. The Noise Report concludes the Subject Lands will require measures to mitigate noise within appropriate City and Provincial environmental noise criteria. The report also concluded that the noise impacts on the Subject Lands can be mitigated through implementation of central air conditioning, use of sound rated windows and building materials, a 2.5 m high acoustic fence on top of a 1 m high berm / slope / retaining wall along Blocks 6 and 7 of the Plan. These acoustic barriers are to mitigate road traffic noise in the rear yard amenity areas. The DE Department supports the conclusions of the Noise Report. The Owner will be required to carry out the measures in accordance with the Noise Report recommendations within a future agreement with the City.

The Financial Planning and Development Finance Department have no objection to the Draft Plan

The Owner shall enter into a Subdivision Agreement with the City of Vaughan to satisfy all conditions, financial or otherwise of the City, regarding matters the City may consider necessary, including development charges. A condition to this effect is included in Attachment 1a).

The Parks Development Department has no objection to the approval of the Applications, subject to conditions

The Parks Development Department has no objection to the approval of the Applications, subject to the conditions included in Attachment 1a).

The Office of Infrastructure Development Department, Real Estate Services has no objection to the Application, subject to the Conditions of Approval

The Office of the Infrastructure Development Department, Real Estate Services has no objection to the approval of the Applications. The Owner acknowledges any outstanding cash-in-lieu of parkland shall be paid in accordance with Section 42 of the *Planning Act* and shall conform to the City's Cash-in-lieu of Parkland Policy. A condition to this effect is included in Attachment 1a) of this report.

The Toronto and Region Conservation Authority (TRCA) has no objection to the Applications

The TRCA has no objection to the Applications subject to the Conditions of Draft Approval set out in Attachment 1c).

All school boards have no objection to the Applications

The York Region District School Board and York Region Catholic District School Board have no objection to the Applications. No comments were received from the Conseil Scolaire de District Catholique Centre-Sud.

The Canada Post Corporation has no objection to the Applications

The Canada Post Corporation has no objection to the Applications subject to the conditions of Draft Plan approval identified in Attachment 1e) of this report.

All utility companies have no objection to the Development

Bell Canada, Enbridge Gas and Alectra Utilities Corporation have no objection to the Applications, subject to their Conditions of Approval in Attachments 1d), 1f) and 1g).

Rogers Communications and Hydro One Networks Inc. have no objection to the Applications and have no Conditions of Approval.

Financial Impact

There are no requirements for new funding associated with this application.

Broader Regional Impacts/Considerations

York Region has no objection to the approval of the Applications. The Owner is required to satisfy all York Region requirements, subject to the comments and conditions of approval set out in the Conditions of Draft Approval set out in Attachment 1b).

Conclusion

The Development Planning Department is of the opinion that the Development is appropriate and compatible with the existing and permitted uses in the surrounding area. The Applications will facilitate development consistent with the PPS, conform to the Growth Plan and the York Region Official Plan. The Development is permitted by VOP 2010. On this basis, the Development Planning Department can support the approval of the Applications subject to the Recommendations in this report, and the Conditions of Draft Approval set out in Attachment 1.

For more information, please contact: Mary Caputo, Senior Planner, extension 8635.

Attachments

1. Conditions of Draft Plan of Subdivision Approval File 19T-19V005
2. Location Map
3. Proposed Zoning and Draft Plan of Subdivision
4. Conceptual Site Plan
5. Council Approved Zoning and Site Plan (September 27, 2018)

Prepared by

Mary Caputo, Senior Planner, ext. 8635

Carmela Marrelli, Senior Manager of Development Planning, ext. 8791

Bill Kiru, Acting Director of Development Planning, ext. 8633

Approved by

A handwritten signature in black ink, appearing to read "Mauro Peverini".

Mauro Peverini, Acting Chief Planning
Official

Reviewed by

A handwritten signature in black ink, appearing to read "Jim Harnum".

Jim Harnum, City Manager

ATTACHMENT 1

CONDITIONS OF DRAFT PLAN OF SUBDIVISION APPROVAL DRAFT PLAN OF SUBDIVISION FILE 19T-19V005 (THE 'PLAN') VAUGHAN NW RESIDENCES INC. (THE 'OWNER') PART OF THE WEST HALF OF LOT 21, CONCESSION 5, CITY OF VAUGHAN

THE CONDITIONS OF THE COUNCIL OF THE CITY OF VAUGHAN ('THE CITY') THAT SHALL BE SATISFIED PRIOR TO THE RELEASE FOR REGISTRATION OF THE PLAN (THE 'PLAN'), ARE AS FOLLOWS:

The Owner shall satisfy the following Conditions of Approval:

1. The Conditions of Approval of the City of Vaughan as set out on Attachment 1a).
2. The Conditions of Approval of York Region set out on Attachment 1b) and dated January 28, 2020.
3. The Conditions of Approval of the Toronto and Region Conservation Authority as set out on Attachment 1c) and dated January 10, 2020.
4. The Conditions of Approval from Bell Canada as set out on Attachment 1d) and dated December 12, 2019.
5. The Conditions of Approval from Canada Post as set out on Attachment 1e) and dated December 11, 2020.
6. The Conditions of Approval from Enbridge Gas Inc. as set out on Attachment 1f) and dated January 7, 2020.
7. The Conditions of Approval from Alectra Utilities as set out on Attachment 1g) and dated January 8, 2021.

Clearances

1. Final approval for registration may be issued in phases to the satisfaction of the City, subject to all applicable fees provided that:
 - a) Phasing is proposed in an orderly progression, in consideration of such matters as the timing of road improvements, infrastructure, schools and other essential services; and
 - b) All commenting agencies agree to registration by phases and provide clearances, as required in the Conditions in Attachments 1a), 1b), 1c), 1d), 1e), 1f), and 1g) for each phase proposed for registration; and

- c) Furthermore, the required clearances may relate to lands not located within the phase sought to be registered.
- 2. The City shall advise that the Conditions on Attachment 1a) have been satisfied and the clearance letter shall include a brief statement detailing how each condition has been met.
- 3. York Region shall advise that the Conditions on Attachment 1b) have been satisfied and the clearance letter shall include a brief statement detailing how each condition has been met.
- 4. Toronto and Region Conservation Authority shall advise that the Conditions on Attachment 1c) have been satisfied and the clearance letter shall include a brief statement detailing how each condition has been met.
- 5. Bell shall advise that the Conditions on Attachment 1d) have been satisfied and the clearance letter shall include a brief statement detailing how each condition has been met.
- 6. Canada Post shall advise that the Conditions on Attachment 1e) have been satisfied and the clearance letter shall include a brief statement detailing how each condition has been met.
- 7. Enbridge Gas Inc. shall advise that the Conditions on Attachment 1f) have been satisfied and the clearance letter shall include a brief statement detailing how each condition has been met.
- 8. Alectra Utilities shall advise that the Conditions on Attachment 1g) have been satisfied and the clearance letter shall include a brief statement detailing how each condition has been met.

ATTACHMENT 1a)

**CONDITIONS OF DRAFT PLAN OF SUBDIVISION APPROVAL
DRAFT PLAN OF SUBDIVISION FILE 19T-19V005 (THE 'PLAN')
VAUGHAN NW RESIDENCES INC. (THE 'OWNER')
PART OF THE WEST HALF OF LOT 21, CONCESSION 5, CITY OF VAUGHAN**

**THE CONDITIONS OF THE COUNCIL OF THE CITY OF VAUGHAN ('THE CITY')
THAT SHALL BE SATISFIED PRIOR TO THE RELEASE FOR REGISTRATION OF
THE PLAN (THE 'PLAN'), ARE AS FOLLOWS:**

CITY OF VAUGHAN CONDITIONS:

1. The Plan shall relate to the Draft Plan of Subdivision, prepared by KLM Planning Partners Inc., dated December 8, 2020, (the 'Plan').
2. The lands within this Plan shall be appropriately zoned by a Zoning By-law, which has come into effect in accordance with the provisions of the *Planning Act*.
3. The Owner shall pay any and all outstanding application fees to the Development Planning Department, in accordance with the in-effect Tariff of Fees By-law.
4. Prior to final approval of any part of the Plan, the Owner shall submit a revised Block Plan and supporting Master Environmental Servicing Plan ('MESP'), to reflect the modifications caused from this Plan's approval.
5. The Owner shall enter into a Subdivision Agreement with the City of Vaughan to satisfy all conditions, financial or otherwise of the City, with regard to such matters as the City may consider necessary, including payments of development levies, the provisions of roads and municipal services, landscaping and fencing. The said agreement shall be registered against the lands to which it applies.
6. Should archaeological resources be found on the property during construction activities, all work must cease, and the Ontario Ministry of Tourism, Culture and Sport and the City of Vaughan's Development Planning Department, Urban Design and Cultural Heritage Division shall be notified immediately.
7. In the event human remains are encountered during construction activities, the Owner must immediately cease all construction activities. The Owner shall contact the York Regional Police Department, the Regional Coroner and the Registrar of the Cemeteries Regulation Unit of the Ministry of Government and Consumer Services.
8. Prior to the landscape plan review by Urban Design staff, a fee shall be paid by the Owner to the Development Planning Department in accordance with the Prior to final approval, the Owner shall provide a detailed tree preservation study to the

satisfaction of the City. The study shall include an inventory of all existing trees, assessment of significant trees to be preserved and proposed methods of tree preservation based on the arborist report recommendations.

In addition, the study shall quantify the value of the tree replacements using the Urban Design Tree Replacement Valuation outlined in the City's Tree Protection Protocol. The Owner shall not remove trees without written approval by the City. The Owner shall enter into a tree protection agreement in accordance with City Council enacted Tree By-Law 052-2018, which will form a condition of the draft plan approval.

9. Prior to the landscape plan review by Urban Design staff, a fee shall be paid by the Owner to the Development Planning Department in accordance with recent Council approved fee by-laws i.e. Tariff of Fees for Vaughan Planning Applications – Landscape Plan Review. This fee will include staff's review and approval of proposed streetscaping/landscaping within the development (including but not limited to urban design guidelines, landscape master plan, architectural design guidelines, perfect submission landscape architectural drawings, stormwater management pond planting plans, natural feature edge restoration/management plans), and tree inventory/preservation/removals plans.

In addition, a fee will be applied for each subsequent inspection for the start of the guaranteed maintenance period and assumption of the development by the City of Vaughan.

10. Prior to final approval, the Owner shall prepare an urban design brief. The document must articulate how the design and concept is consistent with the performance standards outlined in the Vaughan City-Wide Urban Design Guidelines and Vaughan Official Plan 2010. The document shall address but not be limited to the following issues:
 - Landscape master plan; co-ordination of the urban design/streetscape elements.
 - The appropriate landscaping within Blocks 33, 34 and 53 with low-maintenance plant material.
 - The appropriate edge treatment along Weston Road, Street "4" and Vellore Park Avenue.
 - Architectural control design guidelines.
 - Sustainability design practices/guidelines.
11. Prior to final approval, the Owner shall agree in the subdivision agreement that all development shall proceed in accordance with the City of Vaughan Sustainability Metrics program. The program shall present a set of metrics to quantify the sustainability performance of new development projects.
12. The Owner shall agree in the subdivision agreement to erect an appropriate fence barrier along the limit of the existing residential boundaries to the north and

boundaries along Block 53 and all residential blocks adjoining Vellore Park Avenue, Street 4 and Weston Road where it is required to the satisfaction of the City; All fencing to be coordinated with the environmental noise report and architectural design guidelines.

13. The Owner shall agree in the subdivision agreement to erect a permanent 1.5 metre high black vinyl chain-link fence or approved equivalent along the limits of the residential blocks that abut storm water management pond block, Blocks 12, 13 and portion of Block 14.
14. The Owner shall agree in the subdivision agreement to provide a soils report for all tree pits and planting beds throughout the subdivision to the satisfaction of the City.
15. The Owner shall agree in the subdivision agreement to provide interim landscape treatment such as topsoil and sod the area for the Future Development Block 32 the satisfaction of the City, until such a time the lands south of Street 4 is ready for development.
16. The Owner shall agree in the subdivision agreement that prior to final Site Plan approval a landscape screening element will be provided to cover the proposed A/C units from direct view from the street on Blocks 1 to 5, and 16 to 19 along the proposed Street 4 and Weston Road frontages to the satisfaction of the City. The proposed landscape element to be coordinated with Ontario Building code, applicable set-back requirements and internal pedestrian circulation needs.
17. The Owner shall agree in the subdivision agreement to install a 3 m wide Multi Use Pathway along south side boulevard of Street 4 according to City of Vaughan Standards and to the satisfaction of the City.
18. Prior to registration of the Plan, the Owner shall agree to construct a pedestrian, paved, lit walkways to the satisfaction of and at no cost to the City, as identified (Blocks 33 and 34) in the Draft Plan of Subdivision, Dwg. No.: 20:3, dated December 8, 2020. The walkways shall directly connect to the Zachary Place cul-de-sac, north of the subject lands, to the satisfaction of and at no cost to the City.
19. Prior to registration of the Plan, the Owner shall agree to provide the City with a Letter of Credit totaling the complete cost to build the lit pedestrian pathway on City property, which shall be held for the estimated construction costs for the proposed site works and shall include but is not limited to all required surveying, grading, landscape restoration along with all required construction costs to build said lit path and the lighting of a portion of the existing pathway. The Owner is responsible for the total cost of the design and construction of all works to complete the lit pedestrian pathway, including but not limited to any works of a temporary nature. Portions or the total sum of the Letter of Credit may be drawn

upon by the City, as necessary, to complete the above-noted pedestrian path/lighting works, in the case where the Owner does not fulfil Condition No. 18. and/or if deemed necessary by the City.

20. The Owner shall be required to provide payment-in-lieu of parkland dedication in accordance with the requirements of the Planning Act, the VOP 2010 (Section 7.3.3 Parkland Dedication) and By-Law 139-90, as amended by 205-2012.

Alternatively, if the subject lands/Owner was part of the overall Block 33 West Developers/Landowners Group, formal written confirmation from the Block 33 West Trustee for the landowners group is to be provided to the City, indicating that the subject Owner have fully met all requirements with respect to parkland dedication. However, if the subject lands/Owner were not part of this group, then the aforementioned payment-in-lieu of parkland requirement would remain applicable.

21. The Owner shall agree in the subdivision agreement to convey any lands and/or easements, free of all costs and encumbrances, to the City that are necessary to construct the municipal services for the Plan, which may include any required easements and/or additional lands within and/or external to the Plan, to the satisfaction of the City.
22. Prior to final approval of the Plan, the Owner shall provide confirmation that satisfactory arrangements have been made with a suitable telecommunication provider to provide their services underground at the approved locations and to the satisfaction of the City. The Owner shall provide a copy of the fully executed subdivision agreement to the appropriate telecommunication provider.
23. Prior to final approval of the Plan, the Owner shall permit any telephone or telecommunications service provider to locate its Plant in a common trench within the proposed Plan of Subdivision prior to release of the Plan for registration, provided such service provider has executed a Municipal Access Agreement with the City. The Owner shall ensure that any such service provider will be permitted to install its Plant so as to permit connection to individual dwelling units within the subdivision as and when each dwelling unit is constructed.
24. The road allowances included within this Plan of subdivision shall be dedicated as public highways without monetary consideration and free of all encumbrances.
25. The road allowances included within this Plan of subdivision shall be named to the satisfaction of the City and the Regional Planning Department.
26. The road allowances included in the Plan shall be designed in accordance with the City's standards for road and intersection design, temporary turning circles, daylighting triangles, and 0.3 metre reserves. The pattern of streets and the

layout of lots and blocks shall be designed to correspond and coincide with the pattern and layout of abutting developments.

27. Any dead ends or open sides of road allowances created by this Plan of subdivision shall be terminated in 0.3 metre reserves, to be conveyed to the City without monetary consideration and free of all encumbrances, to be held by the City until required for future road allowances or development of adjacent lands.
28. The Owner shall agree in the subdivision agreement that construction access shall be provided only in a location approved by the City and the Region of York.
29. Prior to final approval of the Plan, the Owner shall provide easements as may be required for utility, drainage or construction purposes shall be granted to the appropriate authority(ies), free of all charge and encumbrance.
30. Prior to final approval, a soils report prepared at the Owner's expense shall be submitted to the City for review and approval. The Owner shall agree in the subdivision agreement to carry out, or cause to carry out, the recommendations including pavement design structure for ideal and non-ideal conditions to the satisfaction of the City.
31. Prior to the initiation of grading, and prior to the registration of this Plan of subdivision or any phase thereof, the Owner shall submit to the City for review and approval the following:

A detailed engineering report that describes the storm drainage system for the proposed development within this Plan, which report shall include:

- (a) plans illustrating how this drainage system will tie into surrounding drainage systems, and indicating whether it is part of an overall drainage scheme, how external flows will be accommodated, and the design capacity of the receiving system;
- (b) the location and description of all outlets and other facilities;
- (c) storm water management techniques which may be required to control minor or major flows; and
- (d) proposed methods of controlling or minimizing erosion and siltation onsite and in downstream areas during and after construction.

The Owner shall agree in the subdivision agreement to carry out, or cause to carry out, the recommendations set out in any and all of the aforementioned reports to the satisfaction of the City.

34. The Owner shall agree in the subdivision agreement that no building permits will be applied for or issued until the City is satisfied that adequate road access, municipal water supply, sanitary sewers, and storm drainage facilities are available to service the Plan.
35. Prior to final approval of the Plan, the Owner shall pay its proportionate share of the cost any external municipal services, temporary and/or permanent built or proposed, that have been designed and oversized by others to accommodate the development of the Plan.
36. Prior to final approval of the Plan, the Owner shall make the necessary arrangements at the expense of the Owner for the relocation of any utilities required by the development of the Plan to the satisfaction of the City.
37. The Owner shall agree in the subdivision agreement to design, purchase material and install a streetlighting system in the Plan in accordance with City Standards and specifications. This Plan shall be provided with decorative streetlighting to the satisfaction of the City.
38. The Owner shall agree that all lots or blocks to be left vacant shall be graded, seeded, maintained and signed to prohibit dumping and trespassing.
39. The Owner shall agree in the subdivision agreement to maintain adequate chlorine residuals in the watermain within the Plan after successful testing and connection to the potable municipal water system and continue until such time as determined by the City or until assumption of the Plan. In order to maintain adequate chlorine residuals, the Owner will be required to retain a licensed water operator to flush the water system and sample for chlorine residuals on a regular basis determined by the City. The Owner shall be responsible for the costs associated with these activities including the metered consumption of water used in the program.
40. The Owner shall cause the following warning clauses to be included in a schedule to all offers of purchase and sale, or lease for all lots/blocks within the entire Plan:
 - (a) "Purchasers and/or tenants are advised that the planting of trees on City boulevards in front of residential units is a requirement of the City and a conceptual location Plan is included in the subdivision agreement. While every attempt will be made to plant trees as shown, the City reserves the right to relocate or delete any boulevard tree without further notice.

The City has not imposed an amount of a tree fee or any other fee, which may be charged as a condition of purchase for the planting of trees. Any tree fee paid by purchasers for boulevard trees does not guarantee that a

tree will be planted on the boulevard in front or on the side of the residential dwelling.”

- (b) “Purchasers and/or tenants are advised that proper grading of all lots in conformity with the Subdivision Grading Plans is a requirement of this subdivision agreement.

The City has taken a Letter of Credit from the Owner (Subdivision Developer) for the security to ensure all municipal services including, but not limited to lot grading, are constructed to the satisfaction of the City. Direct cash deposit from the Purchasers to the City and/or Owner, for lot grading purposes, is NOT a requirement of this subdivision agreement. The City of Vaughan does not control the return of such deposits and purchasers/tenants must direct inquiries regarding this return to their vendor/landlord.”

- (c) “Purchasers and/or tenants are hereby put on notice that the Telecommunications Act and the Innovation, Science and Economic Development Canada (ISED) authorize telephone and telecommunication facilities and services to be provided by telecommunication carriers other than traditional carriers for such services and that purchasers and tenants are advised to satisfy themselves that such carriers servicing the lands provide sufficient service and facilities to meet their needs.”

- (d) “Purchasers and/or tenants are advised that driveway widths and curb cut widths are governed by City of Vaughan By-law 1-88, as amended, as follows:

- a) The maximum width of a driveway shall be 6 metres measured at the street curb, provided circular driveways shall have a maximum combined width of 9 metres measured at the street curb.

- b) Driveway in either front or exterior side yards shall be constructed in accordance with the following requirements:

| Lot Frontage | Maximum Width of Driveway |
|--------------------------------|---------------------------|
| 6.0 - 6.99m ¹ | 3.5m |
| 7.0 - 8.99m ¹ | 3.75m |
| 9.0 – 11.99m ¹ | 6.0m |
| 12.0m and greater ² | 9.0m |

¹The Lot Frontage for Lots between 6.0 – 11.99m shall be comprised of a Minimum of 33% Landscaped Front or Exterior side yard and a minimum

sixty percent (60%) of the Minimum Landscaped Front or Exterior side yard shall be soft landscaping in accordance with Paragraph 4.1.2.

²The Lot Frontage for Lots 12.0m and greater shall be comprised of a Minimum of 50% Landscaped Front or Exterior side yard and a minimum sixty percent (60%) of the Minimum Landscaped Front or Exterior side yard shall be soft landscaping in accordance with Paragraph 4.1.2.”

- (e) “Purchasers and/or tenants are advised that mail delivery will be from a designated community mailbox as per requirements dictated by Canada Post. The location of the mailbox shall be shown on the community plan provided by the Owner in its Sales Office.”
- (f) “Purchasers and/or tenants are advised that despite the inclusion of noise control features within both the development area and the individual building units, noise levels, including from construction activities, may be of concern and occasionally interfere with some activities of the building occupants.”
- (g) “Purchasers and/or tenants are advised that fencing and/or noise attenuation features along the lot lines of lots and blocks abutting public lands, including public highway, laneway, walkway or other similar public space, is a requirement of this subdivision agreement and that all required fencing and barriers shall be constructed with all fencing materials, including foundations, completely on private lands and totally clear of any 0.3m reserve, as shown on the Construction Drawings.
- (h) “The City has taken a Letter of Credit from the Owner for security to ensure all fencing including, but not limited to privacy fencing, chain link fencing and acoustic fencing, are constructed to the satisfaction of the City. Direct cash deposit from the Purchasers to the City and/or Owner, for fencing, is not a requirement of this subdivision agreement.”
- (i) “Purchasers and/or tenants are advised that fencing along the lot lines of Lots and Blocks abutting public lands is a requirement of this subdivision agreement and that all required fencing, noise attenuation feature and barriers shall be constructed with all fencing materials, including foundations, completely on private lands and totally clear of any 0.3 metre reserve, as shown on the Construction Drawings.

The City has taken a Letter of Credit from the Owner (Subdivision Developer) for the security to ensure all fencing including, but not limited to privacy fencing, chain link fencing and acoustic fencing, are constructed to the satisfaction of the City. Direct cash deposit from the Purchasers to

the City and/or Owner, for fencing, is NOT a requirement of this subdivision agreement.

The maintenance of the noise attenuation feature or fencing shall not be the responsibility of the City, or the Region of York and shall be maintained by the Owner until assumption of the services of the Plan. Thereafter the maintenance of the noise attenuation feature or fencing shall be the sole responsibility of the lot Owner. Landscaping provided on Regional Road right-of-ways by the Owner or the City for aesthetic purposes shall be approved by the Region and maintained by the City with the exception of the usual grass maintenance.”

- (j) “Purchasers and/or tenants are advised that this plan of subdivision is designed to include rear lot catchbasins. The rear lot catchbasin is designed to receive and carry only clean stormwater. It is the homeowner’s responsibility to maintain the rear lot catchbasin in proper working condition by ensuring that the grate is kept clear of ice, leaves and other debris that would prevent stormwater from entering the catchbasin. The rear lot catchbasins are shown on the Construction Drawings and the location is subject to change without notice.”
- (k) “Purchasers and/or tenants are advised that the Owner (Subdivision Developer) has made a contribution towards recycling containers for each residential unit as a requirement of this subdivision agreement. The City has taken this contribution from the Owner to off-set the cost for the recycling containers, therefore, direct cash deposit from the Purchasers to the Owner for recycling containers purposes is not a requirement of the City of Vaughan. The intent of this initiative is to encourage the home Purchasers to participate in the City’s waste diversion programs and obtain their recycling containers from the Joint Operation Centre (JOC), 2800 Rutherford Road, Vaughan, Ontario, L4K 2N9, (905) 832-8562; the JOC is located on the north side of Rutherford Road just west of Melville Avenue.”

Any additional warning clause as noted in the subdivision agreement shall be included in all Offers of Purchase and Sale or Lease for all Lots and/or Blocks within the Plan to the satisfaction of the City.

- 41. Prior to final approval of the Plan, the Owner shall pay to the City a one-time contribution for the future maintenance and operation of the non-standard stormwater management underground storage tank and oil/grit separator (SWM Facility) located within Block 53 in the Plan.

The Owner will be required to design and construct the underground SWM Facility to service the Plan, pursuant to the final approved drawings and the final costs associated with this design shall reflect the findings on the final approved

report prepared by the Consultant, Schaeffer and Associates Ltd, titled, "SWM Operation & Maintenance Manual for Public Roads Facilities – NW Residences Residential Subdivision" dated November 27, 2020. The SWM Facility is a non-standard design that requires additional maintenance and operations by the City as opposed to a conventional storm water management pond.

42. The Owner shall cause the following to be displayed on the interior wall of the sales office, information approved by the City of Vaughan, prior to offering any units for sale, to be monitored periodically by the City, and no Building Permit shall be issued for a sales office or model home, or a residential unit until such information is approved by the City of Vaughan:

- the Neighbourhood Plan for the broader area, showing surrounding land uses, arterials/highways, railways and hydro lines etc.;
- the location of street utilities, community mailboxes, entrance features, fencing and noise attenuation features, together with the sidewalk plan approved in conjunction with draft plan approval;
- the location of parks, open space, stormwater management facilities and trails;
- the location of institutional uses, including schools, places of worship, community facilities;
- the location and type of commercial sites;
- colour-coded residential for townhouses
- the following notes in BOLD CAPITAL TYPE on the map:

"For further information, on proposed and existing land uses, please call or visit the City of Vaughan Planning Department, at 2141 Major Mackenzie Drive, (905) 832-8585."

"For detailed grading information, please call the developer's engineering consultant, (name) at ".

"This map is based on information available as of (date of map), and may be revised or updated without notification to purchasers."

[In such circumstances, the Owner is responsible for updating the map and forwarding it to the City for verification.]

43. Where the Owner proposes to proceed with the construction of a model home(s) prior to registration of the Plan, the Owner shall enter into an agreement with the City, setting out the conditions, and shall fulfill relevant conditions of that agreement prior to issuance of a Building Permit.
44. The Owner shall prepare a noise report at the Owner's expense and shall be submitted to the City for review and approval. The Owner shall agree in the subdivision agreement to carry out, or cause to carry out, the noise consultant recommendations in the report to the satisfaction of the City.

45. The Owner shall agree in the subdivision agreement to convey any lands and/or easements, free of all costs and encumbrances, to the City that are necessary to construct the municipal services for the Plan, which may include any required easements and/or additional lands within and/or external to the Draft Plan, to the satisfaction of the City.
46. The Owner acknowledges that the final engineering design(s) may result in minor variations to the Plan (e.g. in the configuration of road allowances and lotting, number of lots etc.), which may be reflected in the final Plan to the satisfaction of the City.
47. Prior to final approval of the Plan, a Water Supply Analysis Report shall be submitted to the satisfaction of the City which shall include a comprehensive water network analysis of the water distribution system and shall demonstrate that adequate water supply for the fire flow demands is available for the Plan.
48. Prior to final approval of the Plan and/or commencement of construction within the Plan, the Owner shall submit a detailed hydrogeological impact study for the review and approval of the City that identifies, if any, local wells that may be influenced by construction and, if necessary, outline a monitoring program to be undertaken before, during and after construction of the subdivision.
49. Prior to final approval of the Plan, and/or conveyance of land, and/or any initiation of grading or construction, the Owner shall implement the following to the satisfaction of the City:
 - a) Submit a Phase One Environmental Site Assessment (ESA) report and, if required and as applicable, a Phase Two ESA, Remedial Action Plan (RAP), Risk Evaluation, Risk Assessment report(s) in accordance with Ontario Regulation (O. Reg.) 153/04 (as amended) or its intent, for the lands within the Plan. Reliance on the report(s) from the Owner's environmental consultant shall be provided to the City.
 - b) Should there be a change to a more sensitive land use as defined under O. Reg. 153/04 (as amended) or remediation of any portions of lands within the Plan required to meet the applicable Standards set out in the Ministry of the Environment, Conservation, and Parks (MECP) document "Soil, Ground Water and Sediment Standards for Use under Part XV.1 of the Environmental Protection Act" (as amended), submit a complete copy of the Record(s) of Site Condition (RSCs) filed on the Environmental Site Registry including the acknowledgement letter from the MECP, covering all the lands within the Plan.
 - c) Submit a sworn statutory declaration by the Owner confirming the environmental condition of the lands to be conveyed to the City.
 - d) Reimburse the City for the cost of the peer review of the ESA reports and associated documentation, as may be applicable.

50. For park/open space block(s) that are being conveyed to the City, prior to final approval of the Plan, and/or conveyance, and/or release of applicable portion of the Municipal Services Letter of Credit, the Owner shall implement the following to the satisfaction of the City:
- a) For all parks, open spaces, landscape buffers, and storm water management pond block(s) in the Plan that are being conveyed to the City, submit a limited Phase Two Environmental Site Assessment (ESA) report in accordance or generally meeting the intent of Ontario Regulation (O. Reg.) 153/04 (as amended) assessing the fill in the conveyance block(s) for applicable contaminants of concern. The sampling and analysis plan prepared as part of the Phase Two ESA shall be developed in consultation with the City. The implementation of the sampling and analysis plan shall be completed to the satisfaction of the City and shall only be undertaken following certification of rough grading but prior to placement of topsoil placement. Reliance on the ESA report(s) from the Owner's environmental consultant shall be provided to the City.
 - b) If remediation of any portions of the conveyance block(s) is required in order to meet the applicable Standards set out in the Ministry of the Environment, Conservation, and Parks (MECP) document "Soil, Ground Water and Sediment Standards for Use under Part XV.1 of the Environmental Protection Act" (as amended), submit a complete copy of Record(s) of Site Condition (RSCs) filed on the Environmental Site Registry including the acknowledgement letter from the MECP, covering the entire conveyance block(s) where remediation was required.
 - c) Submit a sworn statutory declaration by the Owner confirming the environmental condition of the conveyance block(s).
 - d) Reimburse the City for the cost of the peer review of the ESA reports and associated documentation, as may be applicable.
51. The Owner shall agree in the subdivision agreement to include following warning statements, in wording satisfactory to the City, in all agreements of Purchase and Sale/or tenants within the Plan:
- (a) abutting or in proximity of any parkland or walkway:
"Purchasers and/or tenants are advised that the lot abuts a "Neighbourhood Park" or "Municipal Walkway" of which noise and lighting may be of concern due to the nature of the park or walkway for active recreation."
 - (b) encroachment and/or dumping:
"Purchasers and/or tenants are advised that any encroachments and/or dumping from the lot to the park, walkway and open space are prohibited."

- (c) gate of access point:
“Purchasers and/or tenants are advised that the installation of any gate of access point from the lot to the park and open space is prohibited.”
 - (d) infiltration trenches:
“Purchasers and/or tenants are advised that their rear yard lot area has been design to incorporate an infiltration trench or soak-away pit system to achieve groundwater balance. It is the responsibility of the homeowner to maintain the infiltration trench or soak-away pit systems in good operating condition, which may include periodic cleaning of the rear yard catch basin. No planting activity or structures are permitted on the infiltration trenches and/or soak-away pits.”
- 52. Prior to final approval of the Plan, the City and Region of York shall confirm that adequate water supply and sewage treatment capacity are available and have been allocated to accommodate the proposed development.
 - 53. Prior to initiation of grading or stripping of topsoil and prior to final approval of the Plan, the Owner shall prepare and implement a detailed erosion and sedimentation control plan(s) addressing all phases of the construction of the municipal services and house building program including stabilization methods, topsoil storage locations and control measures to the satisfaction of the City. The Owner shall prepare the erosion and sediment control plan(s) for each stage of construction (pre-stripping/earthworks, pre-servicing, post-servicing) in accordance with the TRCA Erosion and Sediment Control Guidelines for Urban Construction, dated December 2006 and implement a monitoring and reporting program to the satisfaction of the City.
 - 54. Prior to the initiation of the grading or striping of topsoil and final approval, the Owner shall submit a top soil storage plan detailing the location, size, slopes stabilization methods and time period, for the review and approval by the City. Topsoil storage shall be limited to the amount required for final grading, with the excess removed from the site, and shall not occur on the either park or school blocks.
 - 55. Prior to final approval, the Owner shall not remove any vegetation or topsoil or start any grading of the lands, without a fill permit issued by the City, and a development agreement, if necessary.
 - 56. The Owner shall agree in the subdivision agreement to decommission any existing wells and driveways on the Plan in accordance with all applicable provincial legislation and guidelines and to the satisfaction the City.

57. The Owner shall agree in the subdivision agreement to provide information on sustainable transportation, via various media, to all purchasers and/or tenants within the Plan, including pedestrian, cycling facilities, transit routes, roundabouts, and carpooling and park-and-ride facilities (if applicable) to the satisfaction of the Development Engineering Department.
58. The Owner shall agree in the Subdivision Agreement to construct, at no cost to the City, any required sidewalk and/or walkway shown on the approved construction drawings to the satisfaction of the City.
59. Any proposed road allowances, road widening, and daylight corners on the Plan shall be dedicated as public highway on the final Plan for registration to the satisfaction of the City and free of all encumbrances.
60. Prior to final approval of the Plan, the Owner shall agree that any additional lands required for public highway purposes, where daylight triangles do not conform to the City Standard Design Criteria, will be conveyed to the City, free of all costs and encumbrances.
61. The intersection design of Weston Road and Future Street '4' shall conform to the City's Standard Drawings and Design Criteria. A 26.0 metre right-of-way will be required at the intersection as per City Standard drawing D-5. A 15 m x 15 m daylight triangle will be required at the intersection. The intersection designs will also require approval from Region of York
62. Prior to the transfer of any lot or block on the Plan, the Owner shall submit to the City satisfactory evidence that the appropriate warning clauses required by the Subdivision Agreement have been included in the Offers of Purchase and Sale or Lease for such lot or block.



January 28, 2020

Mr. Mauro Peverini
Director of Development Planning
City of Vaughan
2141 Major Mackenzie Drive
Vaughan, ON L6A 1T1

Attention: Mary Caputo, Senior Planner

**RE: Draft Plan of Subdivision 19T-19V005 (SUBP.19.V.0047)
Zoning By-law Amendment Z.19.029 (ZBA.19.V.0132)
Part of the West Half of Lot 21, Concession 5
10083 & 10101 Weston Road
(Vaughan NW Residences Inc. c/o Fieldgate Developments)
City of Vaughan**

York Region has now completed its review of the above noted draft plan of subdivision prepared by KLM Planning Partners Inc., Project No. P-2662, dated September 13, 2019. The proposed development is located at 10083 & 10101 Weston Road, north of Major Mackenzie Drive and on the east side of Weston Road, in the City of Vaughan. The draft plan of subdivision will facilitate the development of 179 townhouse units and blocks for future development, open space, reserves, and road widening, within a 5.038 ha site.

Sanitary Sewage and Water Supply

Residential development requires servicing capacity allocation prior to final approval. If the City of Vaughan does not grant this development allocation from the existing capacity assignments to date, the development may require additional Regional infrastructure based on conditions of future capacity assignment, which may include:

- Duffin Creek Outfall Modifications – 2021 estimated completion, and
- Other projects as may be identified in future studies.

The timing of the above infrastructure is the current estimate and may change as each infrastructure project progresses and is provided for information purposes only.

The Functional Servicing Report (FSR) indicates the water servicing for the proposed development will be provided by connecting to the City of Vaughan's local water infrastructure in the Vellore Park Avenue and Zachary Place right-of-way. Wastewater servicing for the proposed development will be provided by connecting to the City of Vaughan's local

wastewater infrastructure in the Vellore Park Avenue right-of-way. Should there be any change in the proposed servicing scheme, the Owner shall forward the revised Site Servicing Plan to the Region for review and record.

The Owner is advised that the integrity of the 1800mm diameter Regional watermain located in the Weston Road right-of-way is in the vicinity of the subject development and is to be maintained at all times during the construction and grading activities. All construction drawings showing works in close proximity of the Region's watermain, including but not limited to shoring and tie-back systems, shall include the following note for the contractor:

"Integrity of York Region's 1800mm diameter watermain in the Weston Road right-of-way is to be maintained at all times."

York Region Transit

The Regional Transit Branch has reviewed the proposed application and detailed comments are attached.

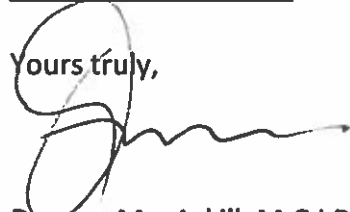
Zoning By-law Amendment

The zoning by-law amendment proposes to rezone the subject lands from "A Agricultural" to "RT1 Residential Townhouse" with additional exceptions. This is considered a matter of local significance and Regional Planning staff do not have comments on the amendment.

Summary

York Region has no objection to draft plan approval of the plan of subdivision subject to the attached Schedule of Clauses/Conditions. We request a copy of the notice of decision, draft approved plan, and the clauses/conditions of draft approval should the plan be approved.

Please contact Justin Wong, Planner, at 1-877-464-9675 ext. 71577 or by email at Justin.Wong@york.ca should you require further assistance.

Yours truly,


Duncan MacAskill, M.C.I.P., R.P.P.
Manager, Development Planning

JW/

Attachments (2) Schedule of Conditions
 Memorandum – Technical Comments

YORK-#10484033-v1-19T-19V005_&_Z_19_029_-_Regional_Condition_Letter

Schedule of Clauses/Conditions
19T-19V005 (SUBP.19.V.0047)
Part of the West Half of Lot 21, Concession 5
10083 & 10101 Weston Road
(Vaughan NW Residences Inc. c/o Fieldgate Developments)
City of Vaughan

Re: KLM Planning Partners Inc., Project No. P-2662, dated September 13, 2019

Clauses/Conditions to be Included in the Subdivision Agreement

1. The Owner shall save harmless the City of Vaughan and York Region from any claim or action as a result of water or sanitary sewer service not being available when anticipated.
2. The Owner shall provide direct shared pedestrian/cycling facilities and connections from the proposed development to Weston Road, Street "6" and adjacent developments to support active transportation and public transit, where appropriate.
3. The Owner shall implement all recommendations in the revised Traffic Impact Study, prepared by GHD, dated October 2019, including all TDM measures, to the satisfaction of the Region.
4. The Owner shall advise all potential purchasers of the existing and future introduction of transit services.
5. The Owner shall agree where enhanced landscape features beyond street tree planting, sod and concrete walkways are proposed in the York Region right-of-way by the Owner or the area municipality, these features must be approved by Development Engineering and shall be maintained by the area municipality. Failure to maintain these landscape features to York Region's satisfaction will result in the area municipality incurring the cost of maintenance and/or removal undertaken by the Region.
6. The Owner shall implement the noise attenuation features as recommended by the noise study and to the satisfaction of Development Engineering.
7. The Owner shall agree that where berm, noise wall, window and/or oversized forced air mechanical systems are required, these features shall be certified by a professional engineer to have been installed as specified by the approved Noise Study and in conformance with the Ministry of Environment guidelines and the York Region Noise Policy.
8. The Owner shall include the following warning clause with respect to the lots or blocks affected:

"Purchasers are advised that despite the inclusion of noise attenuation features within the development area and within the individual building units, noise levels will continue to increase, occasionally interfering with some activities of the building's occupants."

9. Where noise attenuation features will abut a York Region right-of-way, the Owner shall agree in wording satisfactory to York Region's Development Engineering, as follows:
 - a) That no part of any noise attenuation feature shall be constructed on or within the York Region right-of-way,
 - b) That noise fences adjacent to York Region roads may be constructed on the private side of the 0.3 metre reserve and may be a maximum 2.5 metres in height, subject to the area municipality's concurrence, and
 - c) That maintenance of the noise barriers and fences bordering on York Region Right-Of-Way's shall not be the responsibility of York Region.
10. The Owner shall agree that, prior to the development approval of Blocks 2, 3, 4 and 5, that access to Blocks 2, 3, 4 and 5 shall be via Street "2", and direct access to Weston Road will not be permitted.
11. The Owner shall agree to be responsible for determining the location of all utility plants within York Region right-of-way and for the cost of relocating, replacing, repairing and restoring any appurtenances damaged during construction of the proposed site works. The Owner must review, or ensure that any consultants retained by the Owner, review, at an early stage, the applicable authority's minimum vertical clearances for aerial cable systems and their minimum spacing and cover requirements. The Owner shall be entirely responsible for making any adjustments or relocations, if necessary, prior to the commencement of any construction.

Conditions to be Satisfied Prior to Final Approval

12. The road allowances included within the draft plan of subdivision shall be named to the satisfaction of the City of Vaughan and York Region.
13. The Owner shall provide to the Region the following documentation to confirm that water and wastewater services are available to the subject development and have been allocated by the City of Vaughan:
 - A copy of the Council resolution confirming that the City of Vaughan has allocated servicing capacity, specifying the specific source of the capacity, to the development proposed within this site plan, and

- A copy of an email confirmation by City of Vaughan staff stating that the allocation to the subject development remains valid at the time of the request for regional clearance of this condition.
14. The Owner shall provide an electronic set of the final engineering drawings showing the watermains and sewers for the proposed development to the Community Planning and Development Services division and the Infrastructure Asset Management Branch for record.
15. Concurrent with the submission of the subdivision servicing application (MOE) to the area municipality, the Owner shall provide a set of engineering drawings, for any works to be constructed on or adjacent to the York Region road, to Development Engineering, Attention: Manager, Development Engineering, that includes the following drawings:
- a) Plan and Profile for the York Region road and intersections;
 - b) Grading and Servicing;
 - c) Intersection/Road Improvements, including the recommendations of the Traffic Report;
 - d) Construction Access Design;
 - e) Utility and underground services Location Plans;
 - f) Signalization and Illumination Designs;
 - g) Line Painting;
 - h) Traffic Control/Management Plans;
 - i) Erosion and Siltation Control Plans;
 - j) Landscaping Plans, including tree preservation, relocation and removals;
 - k) Sidewalk locations, concrete pedestrian access to existing and future transit services and transit stop locations as required by York Region Transit/Viva
 - l) Functional Servicing Report (water, sanitary and storm services)
 - m) Water supply and distribution report;
 - n) Engineering drawings showing plan and profile views of proposed works related to connections to or crossing of Regional watermain or sewer, including the following, as applicable:
 - Disinfection Plan
 - MOECC Form 1- Record of Watermains Authorized as a Future Alteration
 - o) Engineering drawings showing plan and profile views of proposed sewers and watermains and appurtenances, including manholes, watermains, valves, hydrants, etc. proposed within the subdivision.
16. The Owner shall submit a detailed Development Charge Credit Application to York Region, if applicable, to claim any works proposed within the York Region right-of-way. Only those works located in their ultimate location based on the next planning upgrade for this right-of-way will be considered eligible for credit, and any work done prior to submission without prior approval will not be eligible for credit.

17. The Owner shall provide drawings for the proposed servicing of the site to be reviewed by the Engineering Department of the area municipality. Three (3) sets of engineering drawings (stamped and signed by a professional engineer), and MOE forms together with any supporting information shall be submitted to Development Engineering, Attention: Mrs. Eva Pulnicki, P.Eng.
18. The location and design of the construction access for the subdivision work shall be completed to the satisfaction of Development Engineering and illustrated on the Engineering Drawings.
19. The Owner shall demonstrate, to the satisfaction of Development Engineering, that all existing driveway(s) along the Regional road frontage of this subdivision will be removed as part of the subdivision work, at no cost to York Region.
20. The Owner shall demonstrate, to the satisfaction of Development Engineering that elevations along the streetline shall be 0.2 metres above the centreline elevations of the York Region roadway, unless otherwise specified by Development Engineering.
21. The Owner shall have prepared, by a qualified Tree Professional, a Tree Inventory and Preservation/Removals Plan and Arborist Report identifying all existing woody vegetation within the York Region right-of-way to be removed, preserved or relocated. The report/plan, submitted to Development Engineering for review and approval, shall adhere to the requirements outlined in the York Region Street Tree and Forest Preservation Guidelines and shall be to the satisfaction of York Region Natural Heritage and Forestry Staff.
22. The Owner shall have prepared, by a qualified professional Landscape Architect, landscape design plans detailing landscape works and street tree planting in the York Region right-of-way as required by any and/or all of the following, York Region's Streetscaping Policy, York Region's Street Tree Preservation and Planting Design Guidelines, any prevailing Streetscape Masterplan or Secondary Plan or as required by Urban and Architectural Design Guidelines.
23. The Owner shall engage the services of a consultant to prepare and submit for review and approval, a noise study to the satisfaction of Development Engineering recommending noise attenuation features.
24. The Region requires the Owner submit a Phase One Environmental Site Assessment ("ESA") in general accordance with the requirements of the Environmental Protection Act and O. Reg. 153/04 Records of Site Condition, as amended ("O. Reg. 153/04"). The Phase One ESA must be for the Owner's property that is the subject of the application and include the lands to be conveyed to the Region (the "Conveyance Lands"). The Phase One ESA cannot be more than two (2) years old at: (a) the date of submission to the Region; and (b) the date title to the Conveyance Lands is transferred to the Region. If the originally submitted Phase

One ESA is or would be more than two (2) years old at the actual date title of the Conveyance Lands is transferred to the Region, the Phase One ESA will need to be either updated or a new Phase One ESA submitted by the Owner. Any update or new Phase One ESA must be prepared to the satisfaction of the Region and in general accordance with the requirements of O. Reg. 153/04. The Region, at its discretion, may require further study, investigation, assessment, delineation and preparation of reports to determine whether any action is required regardless of the findings or conclusions of the submitted Phase One ESA. The further study, investigation, assessment, delineation and subsequent reports or documentation must be prepared to the satisfaction of the Region and in general accordance with the requirements of O. Reg. 153/04. Reliance on the Phase One ESA and any subsequent reports or documentation must be provided to the Region in the Region's standard format and/or contain terms and conditions satisfactory to the Region.

The Region requires a certified written statement from the Owner that, as of the date title to the Conveyance Lands is transferred to the Region: (i) there are no contaminants of concern, within the meaning of O. Reg. 153/04, which are present at, in, on, or under the property, or emanating or migrating from the property to the Conveyance Lands at levels that exceed the MOECC full depth site condition standards applicable to the property; (ii) no pollutant, waste of any nature, hazardous substance, toxic substance, dangerous goods, or other substance or material defined or regulated under applicable environmental laws is present at, in, on or under the Conveyance Lands; and (iii) there are no underground or aboveground tanks, related piping, equipment and appurtenances located at, in, on or under the Conveyance Lands.

The Owner shall be responsible for all costs associated with the preparation and delivery of the Phase One ESA, any subsequent environmental work, reports or other documentation, reliance and the Owner's certified written statement.

25. Upon registration of the plan, the Owner shall convey the following lands to York Region for public highway purposes, free of all costs and encumbrances, to the satisfaction of the Regional Solicitor:
- a) A widening across the full frontage of the site where it abuts Weston Road of sufficient width to provide a minimum of 18 metres from the centreline of construction of Weston Road,
 - b) 15 metre by 15 metre daylight triangles at the northeast and southeast corners of Weston Road and Street "6", and
 - c) A 0.3 metre reserve across the full frontage of the site, adjacent to the above noted widening, except where the access is located, where it abuts Weston Road.

26. The Owner shall provide a solicitor's certificate of title in a form satisfactory to York Region Solicitor, at no cost to York Region with respect to the conveyance of the above noted lands to York Region.
27. The Owner shall demonstrate, to the satisfaction of Development Engineering, that all local underground services will be installed within the area of the development lands and not within York Region's road allowance. If a buffer or easement is needed to accommodate the local services adjacent to York Region's right-of-way, then the Owner shall provide a satisfactory buffer or easement to the Area Municipality, at no cost to the Region.
28. The Owner shall provide a copy of the Subdivision Agreement to the Regional Corporate Services Department, outlining all requirements of the Corporate Services Department.
29. The Owner shall enter into an agreement with York Region, agreeing to satisfy all conditions, financial and otherwise, of the Regional Corporation; Regional Development Charges are payable in accordance with Regional Development Charges By-law in effect at the time that Regional development charges, or any part thereof, are payable.
30. The Regional Corporate Services Department shall advise that Conditions 1 to 29 inclusive, have been satisfied.



MEMORANDUM – PRELIMINARY TECHNICAL COMMENTS

RE: Draft Plan of Subdivision 19T-19V005 (SUBP.19.V.0047)
Zoning By-law Amendment Z.19.029 (ZBA.19.V.0132)
Part of the West Half of Lot 21, Concession 5
10083 & 10101 Weston Road
(Vaughan NW Residences Inc. c/o Fieldgate Developments)
City of Vaughan

Regional Transit staff have reviewed the above noted draft plan of subdivision and zoning by-law amendment application, as well as the supporting documents and offer the following comments for these applications and any subsequent development applications. These comments are not an approval and are subject to modification. It is intended to provide information to the applicant regarding the Regional requirements that have been identified to date.

1. Transit

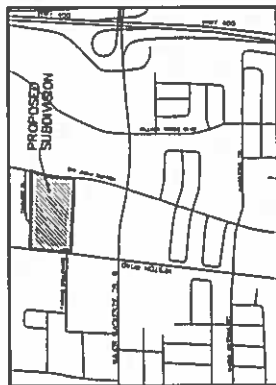
- a) The applicant is strongly advised to coordinate with the City of Vaughan to provide sidewalk facilities connecting from the internal road network to the Regional road network:
 - From "Street 6" to "Weston Road"
- b) The pedestrian access connection shall meet the local municipality's standards for sidewalks and shall be owned and maintained by the local municipality.
- c) Existing YRT transit services operate on the following roadways in the vicinity of the subject lands:
 - Weston Road
 - Major Mackenzie Drive
- d) Please note that under Section 3.2 Existing Transit Routes of the Vaughan NW Residences Proposed Development TIS, Route 560 - Maple Community Bus is listed as an existing transit route. As of July 2018 the route was converted to Mobility on Request Mapleglen, with hub to hub service to select locations. There are no longer any YRT routes or stops serviced on Retreat Boulevard or Vellore Park Avenue in the vicinity of the site.

(GEOGRAPHIC TOWNSHIP OF VAUGHAN, COUNTY OF YORK)
CITY OF VAUGHAN
THE REGIONAL MUNICIPALITY OF YORK
SCALE 1:750

[illegible]

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|----|--------------------------|
| A. | AS SHOWN ON DRAFT PLAN |
| B. | AS SHOWN ON DRAFT PLAN |
| C. | AS SHOWN ON DRAFT PLAN |
| D. | SEE SCHEDULE OF LAND USE |
| E. | AS SHOWN ON DRAFT PLAN |
| F. | AS SHOWN ON DRAFT PLAN |
| G. | AS SHOWN ON DRAFT PLAN |
| H. | MINERAL, PERD WATER AND |
| I. | CLAY-LOAM |
| J. | AS SHOWN ON DRAFT PLAN |
| K. | SANITARY AND STORM SEWER |
| L. | AS SHOWN ON DRAFT PLAN |

DRAFT PLAN T-



KEY PLAN

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED AS SHOWN ON THIS PLAN, AND THEIR RELATIONSHIP TO THE ADJACENT LAND ARE ACCURATELY AND CORRECTLY SHOWN.

DATE Dec. 21 2017

GARY B VANDERVOORT
— 515 —

OWNER'S CERTIFICATE

I AUTHORIZE KLM PLANNING PARTNERS INC. TO PREPARE AND SUBMIT THIS DRAFT PLAN OF SUBDIVISION TO THE CITY OF VALUHAM FOR APPROVAL.

OWNED

VAUGHAN NW RESIDENCES INC.

25

FELICITE DEVELOPMENTS INC.
9400 YONGE STREET
SUITE 105
MARKHAM, ONTARIO

SCHEDULE OF LAND USE

TOTAL AREA OF LAND TO BE SUBMITTED = 5.0384 Ha. (12,449±Acres)

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| BLACKS 3 and 15 | 2 | 11 | 0.207 | 0.311 |
| BLACKS 4 and 16 | 2 | 8 | 0.181 | 0.272 |
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NOTE — ELEVATIONS RELATED TO CANADIAN CHIROCENTRIC DATUM

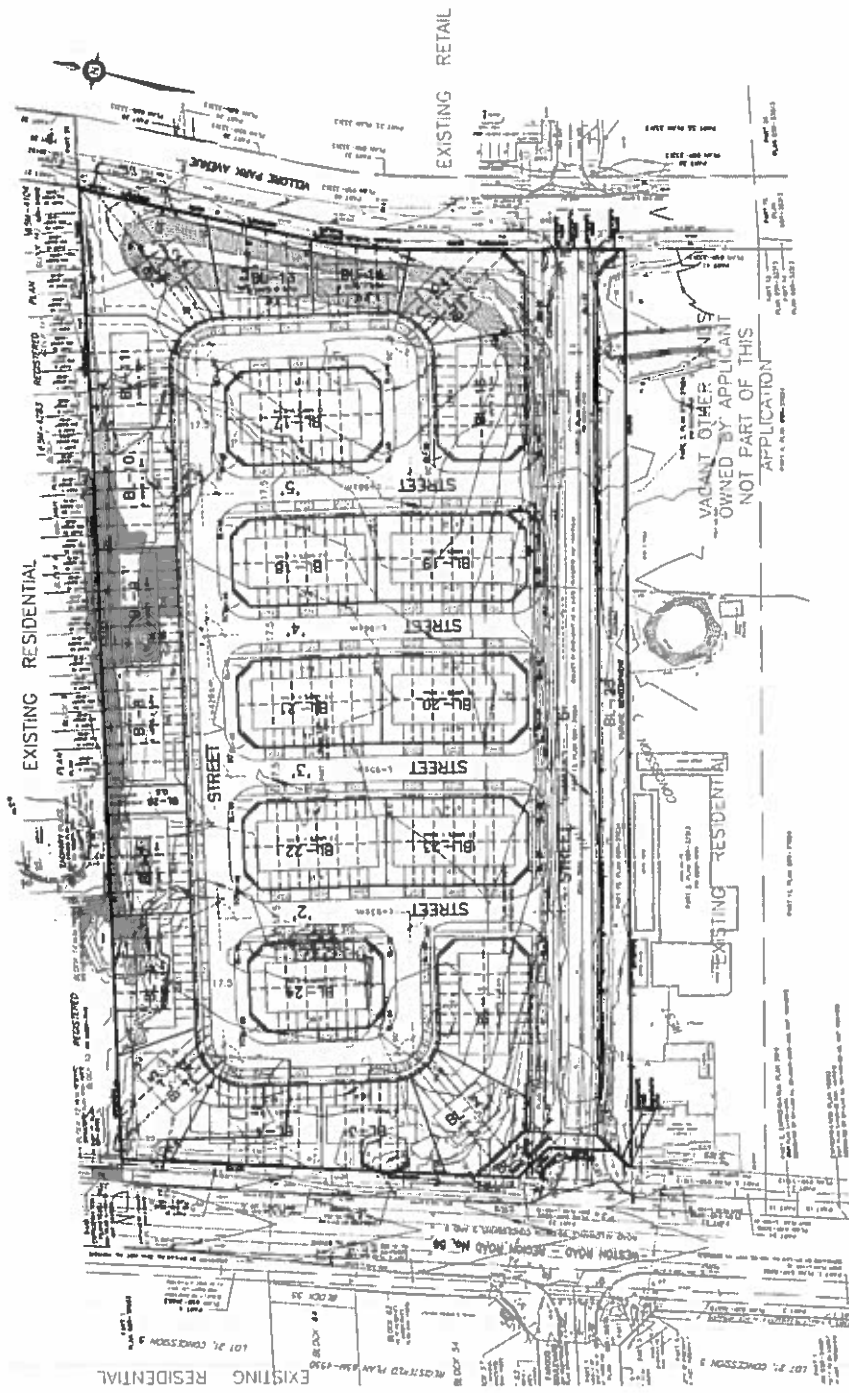
PROJECT No. P-2862

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KIM DWG. No. - 19:1

PLANNING PARTNERS INC. • **Design** • **Development**
14 JAMES DRIVE • UNIT 18 • CONCORD • NH 03301
TEL: 603-225-1555 FAX: 603-225-1557 • info@planning.com





January 10, 2020

CFN 60847.03
X-Ref CFN 59516

SENT BY EMAIL (mary.caputo@vaughan.ca)

Mary Caputo
Senior Planner
Development Planning
City of Vaughan
2141 Major Mackenzie Drive
Vaughan, Ontario L6A 1T1

Dear Ms. Caputo:

**Re: Zoning By-law Amendment Application - Z.19.029
Draft Plan of Subdivision Application – 19T-19V005
Part of Lot 21, Concession 5
10083 and 10101 Weston Road
City of Vaughan, Regional Municipality of York
Vaughan NW Residences Inc. c/o Fieldgate Developments Inc.**

This letter acknowledges receipt of the above noted applications in the City of Vaughan. A digital copy was received by Toronto and Region Conservation Authority (TRCA) on December 11, 2019, with a hard copy received on December 18, 2019. TRCA staff has reviewed the above noted application, and as per the "Living City Policies for Planning and Development within the Watersheds of the TRCA" (LCP), provides the following comments as part of TRCA's commenting role under the *Planning Act*; the Authority's delegated responsibility of representing the provincial interest on natural hazards encompassed by Section 3.1 of the *Provincial Policy Statement, 2014*; TRCA's Regulatory Authority under Ontario Regulation 166/06, *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses*; and, our Memorandum of Understanding (MOU) with the Region of York where we advise our municipal partners on matters related to Provincial Policies relevant to TRCA's jurisdiction.

Background

It is our understanding that the purpose of these applications is to facilitate the creation of 24 Blocks which will be developed with 179, 3-storey, back to back and street townhouse dwelling units, an open space walkway and a public street network.

Applicable Policies and Regulations

CTC Source Protection Plan

The Source Protection Plan (SPP) under the Clean Water Act, 2006, developed for the Credit Valley, Toronto and Region and Central Lake Ontario (CTC) Source Protection Region took effect on December 31, 2015. The CTC SPP contains policies to ensure that existing

activities occurring when the Plan takes effect cease to be significant drinking water threats, and to prevent future activities from becoming significant threats to drinking water.

Vulnerable Areas referred to as Wellhead Protection Area-Q2 (WHPA-Q2) have been delineated by the CTC SPP in accordance with Technical Rules developed by the Ministry of the Environment under O. Reg. 287/07. This WHPA-Q2 area was identified to help manage activities that may reduce recharge to an aquifer (Prescribed Threat No. 20 under the Clean Water Act, 2006). Certain types of applications within the WHPA-Q2 area are subject to CTC SPP Policy REC-1 parts 2 a) and b) and require the submission of a site-specific water balance assessment to mitigate development related impacts to recharge reduction.

As a technical service provider to the municipality for the REC-1 2 a) and b) policies of the CTC SPP, TRCA's role is to review water balance assessments to ensure they comply with standard practices outlined in guidance to proponents and make recommendations to the Planning Approval Authority as to whether pre-development recharge will be maintained. However, as municipalities are the Planning Approval Authority responsible for implementing the REC-1 Policy, the City of Vaughan is required to ensure this application conforms to the CTC SPP.

Ontario Regulation 166/06

Based on a review of available mapping, TRCA staff can confirm that the subject property is not located within TRCA's Regulated Area. As such, a permit pursuant to Ontario Regulation 166/06 would not be required from this Authority for the proposed works.

Application Specific Comments

As noted above, the subject property is located within the WHPA-Q2 area and is subject to CTC SPP Policy REC-1 parts 2 a) and b) and requires the submission of a site-specific water balance assessment. The purpose of the water balance assessment is to identify how pre-development infiltration levels on the site will be maintained with the impervious cover on the property increasing.

The Functional Servicing and Stormwater Management Report, prepared by Schaeffers Consulting Engineers, dated November 2019, included a water balance assessment component. TRCA staff have reviewed this component of the report and are satisfied with the analysis and mitigation strategy proposed. As such, it is the opinion of TRCA staff that the proposed development meets the intent of the REC-1 parts 2 a) and b) policy of the Source Protection Plan.

Recommendations

Based on the above noted comments, TRCA staff have no objection to the approval of Draft Plan of Subdivision Application 19T-19V005 and Zoning By-Law Amendment Z.19.029, subject to the following condition:

1. The Owner agrees in the Subdivision Agreement to carry out, or caused to be carried out, the water balance mitigation strategy as described in the Functional Servicing and Stormwater Management Report, prepared by Schaeffers Consulting Engineers, dated November 2019.

Please provide the Notice of Decision for these files once they are approved.

Fees

By copy of this letter, the applicant is advised that the TRCA has implemented a fee schedule for our planning application review services. This application is subject to a \$2,220.00 (Geotechnical and Hydrogeology Review). The applicant is responsible for fee payment and should forward the application fee to this office as soon as possible.

We trust these comments are of assistance. Should you have any questions, please contact me at extension 5256 or at Hamedeh.Razavi@trca.ca

Sincerely,



Hamedeh Razavi

Planner I

Development Planning and Permits

HR/sb

Appendix 'A' - Materials reviewed by TRCA*Materials received on December 11, 2019*

- Comprehensive Development Plan, prepared by KLM Planning Partners Inc., dated December 2, 2019;
- Drawing No 19:1, Draft Plan of Subdivision, prepared by KLM Planning Partners Inc., dated September 13, 2019;
- Drawing Nos. S1 to S3, Site Plan, prepared by VA3 Design, Issued for SPA dated November 14, 2019;
- Drawing No. SS-1, Site Servicing Plan, prepared by Schaeffers Consulting Engineers, dated November 2019;
- Drawing No. GR-1, Site Grading Plan, prepared by Schaeffers Consulting Engineers, dated November 2019;
- Drawing No. SEC-1, Typical Road Cross Sections and Details, prepared by Schaeffers Consulting Engineers, dated November 2019;
- Functional Servicing and Stormwater Management Report, prepared by Schaeffers Consulting Engineers, dated November 2019.

ATTACHMENT 1d)

From: circulations@wsp.com
To: [Caputo, Mary](#)
Subject: ZBLA (Z.19.029) and Draft Plan of Subdivision (19T-19V005) - 10083 & 10101 Weston Rd.
Date: Thursday, December 12, 2019 4:06:55 PM

2019-12-12

Mary Caputo

Vaughan

, ,

Attention: Mary Caputo

Re: ZBLA (Z.19.029) and Draft Plan of Subdivision (19T-19V005) - 10083 & 10101 Weston Rd.; Your File No. Z.19.029,19T-19V005

Our File No. 86035

Dear Sir/Madam,

We have reviewed the circulation regarding the above noted application.

The following paragraph is to be included as a condition of approval:

“The Owner shall indicate in the Agreement, in words satisfactory to Bell Canada, that it will grant to Bell Canada any easements that may be required, which may include a blanket easement, for communication/telecommunication infrastructure. In the event of any conflict with existing Bell Canada facilities or easements, the Owner shall be responsible for the relocation of such facilities or easements”.

We hereby advise the Developer to contact Bell Canada during detailed design to confirm the provision of communication/telecommunication infrastructure needed to service the development.

As you may be aware, Bell Canada is Ontario’s principal telecommunications infrastructure provider, developing and maintaining an essential public service. It is incumbent upon the Municipality and the Developer to ensure that the development is serviced with communication/telecommunication infrastructure. In fact, the 2014 Provincial Policy Statement (PPS) requires the development of coordinated, efficient and cost-effective infrastructure, including telecommunications systems (Section 1.6.1).

The Developer is hereby advised that prior to commencing any work, the Developer must confirm that sufficient wire-line communication/telecommunication infrastructure is available. In the event that such infrastructure is unavailable, the Developer shall be required to pay for the connection to and/or extension of the existing communication/telecommunication infrastructure.

If the Developer elects not to pay for the above noted connection, then the Developer will be

required to demonstrate to the satisfaction of the Municipality that sufficient alternative communication/telecommunication will be provided to enable, at a minimum, the effective delivery of communication/telecommunication services for emergency management services (i.e., 911 Emergency Services).

WSP operates Bell Canada's development tracking system, which includes the intake and processing of municipal circulations. Please note, however, that **all responses to circulations and other requests, such as requests for clearance, come directly from Bell Canada, and not from WSP.** WSP is not responsible for the provision of comments or other responses.

As of June 1, 2019, Meaghan Palynchuk will be taking maternity leave and returning in the first quarter of 2020. In my absence please contact Ryan Courville for any matters concerning this file.

Yours truly,

Ryan Courville
Access Network Provisioning Manager
Municipal Relations
Phone: 416-570-6726
Email: planninganddevelopment@bell.ca

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December 11, 2020

City of Vaughan – Planning Department

To: **Mary Caputo, Planner**

Reference: File: **Z.19.029** Related Files: **19T-19V005**
3rd submission for the Vaughan NW Residences Inc., Zoning By-law Amendment
and Draft Plan of Subdivision applications
174 Townhouse dwelling units

Canada Post Corporation appreciates the opportunity to comment on the above noted application and it is requested that the developer be notified of the following:

Canada Post has reviewed the proposal of the 59 Back to Back town homes, 18 Dual Frontage townhomes and 97 Street Townhomes for a total of 174 units for the above noted Development Application and has determined that the completed project will be serviced by centralized mail delivery provided through Canada Post Community Mail Boxes.

In order to provide mail service to this development, Canada Post requests that the owner/developer comply with the following conditions:

- ⇒ The Owner/Developer will consult with Canada Post to determine suitable permanent locations for the placement of Community Mailboxes and to indicate these locations on appropriate servicing plans;
- ⇒ The Builder/Owner/Developer will confirm to Canada Post that the final secured permanent locations for the Community Mailboxes will not be in conflict with any other utility; including hydro transformers, bell pedestals, cable pedestals, flush to grade communication vaults, landscaping enhancements (tree planting) and bus pads;
- ⇒ The Owner/Developer will install concrete pads at each of the Community Mailbox locations as well as any required walkways across the boulevard and any required curb depressions for wheelchair access as per Canada Post's concrete pad specification drawings;
- ⇒ The Owner/Developer will agree to prepare and maintain an area of compacted gravel to Canada Post's specifications to serve as a temporary Community Mailbox location. This location will be in a safe area away from construction activity in order that Community Mailboxes may be installed to service addresses that have occupied prior to the pouring of the permanent mailbox pads. This area will be required to be prepared a minimum of 30 days prior to the date of first occupancy;
- ⇒ **The Owner/Developer will communicate to Canada Post the excavation date for the first foundation (or first phase) as well as the expected date of first occupancy;**

Canada Post further requests the owner/developer be notified of the following:

1. The owner/developer of any condominiums will be required to provide signature for a License to Occupy Land agreement and provide winter snow clearance at the Community Mailbox location.
2. Enhanced Community Mailbox Sites with roof structures will require additional documentation as per Canada Post Policy.
3. There will be no more than one mail delivery point to each unique address assigned by the Municipality.
4. Any existing postal coding may not apply, the owner/developer should contact Canada Post to verify postal codes for the project.
5. The complete guide to Canada Post's Delivery Standards can be found at:
https://www.canadapost.ca/cpo/mc/assets/pdf/business/standardsmanual_en.pdf

As the project nears completion, it is requested that the Developer contact me directly during the design stage of the above project, to discuss a suitable mailbox location.

Should there be any concerns pertaining to our mail delivery policy requirements, please contact the undersigned.

Sincerely,

Lorraine Farquharson

Lorraine Farquharson

Delivery Services Officer | Delivery Planning - GTA

200 – 5210 Bradco Blvd

Mississauga, ON L6W 1G7

(416) 262-2394

lorraine.farquharson@canadapost.ca



Enbridge Gas Inc.
500 Consumers Road
North York, Ontario M2J 1P8
Canada

January 7, 2019

Mary Caputo
Senior Planner
City of Vaughan
Development Planning Department
2141 Major Mackenzie Drive
Vaughan, ON L6A 1T1

Dear Mary,

Re: Draft Plan of Subdivision, Zoning By-law Amendment
Vaughan NW Residences Inc. c/o Fieldgate Developments Inc.
10083 and 10101 Weston Road
City of Vaughan
File No.: 19T-19V005, Z-19-029

Enbridge Gas Inc. does not object to the proposed application(s).

This response does not constitute a pipe locate or clearance for construction.

The applicant shall contact Enbridge Gas Inc.'s Customer Connections department by emailing SalesArea30@Enbridge.com for service and meter installation details and to ensure all gas piping is installed prior to the commencement of site landscaping (including, but not limited to: tree planting, Silva cells, and/or soil trenches) and/or asphalt paving.

If the gas main needs to be relocated as a result of changes in the alignment or grade of the future road allowances or for temporary gas pipe installations pertaining to phase construction, all costs are the responsibility of the applicant.

In the event that easement(s) are required to service this development, the applicant will provide the easement(s) to Enbridge Gas Inc. at no cost.

The applicant will grade all road allowances to as close to final elevation as possible, provide necessary field survey information and all approved municipal road cross sections, identifying all utility locations prior to the installation of the gas piping.

Enbridge Gas Inc. reserves the right to amend or remove development conditions.

Sincerely,

A handwritten signature in black ink that reads 'Alice Coleman'.

Alice Coleman
Municipal Planning Coordinator
ENBRIDGE GAS INC.
TEL: 416-495-5386
MunicipalPlanning@enbridge.com
500 Consumers Rd, North York, ON, M2J 1P8

enbridgegas.com
Safety. Integrity. Respect.

Revised: May 11, 2020

Date: January 8th , 2021

Attention: **Mary Caputo**

RE: Request for Comments

File No.: **Z.19.029 & 19T-19V005**

Applicant: Vaughan NW Residences Inc.

Location 10083 and 10101 Weston Road

Revised: May 11, 2020

COMMENTS:

- ☐ We have reviewed the Proposal and have no comments or objections to its approval.
- ☒ We have reviewed the proposal and have no objections to its approval, subject to the following comments (attached below).
- ☐ We are unable to respond within the allotted time for the following reasons (attached) you can expect our comments by _____.
- ☐ We have reviewed the proposal and have the following concerns (attached below)
- ☐ We have reviewed the proposal and our previous comments to the Town/City, dated _____, are still valid.

Alectra Utilities has received and reviewed the submitted plan proposal. This review, however, does not imply any approval of the project or plan.

The owner(s), or his/her/their agent, for this plan is/are required to contact Alectra Utilities to obtain a subdivision application form (SAF) and to discuss all aspects of the above project. The information on the SAF must be accurate to reduce unnecessary customer costs, and to provide a realistic in-service date. The information from the SAF is also used to allocate/order materials, to assign a technician to the project, and to place the project in the appropriate queue. A subdivision application form is enclosed with this request for comments.

Alectra Utilities will prepare the electrical distribution system (EDS) design for the subdivision. The subdivision project will be assigned to an Alectra Utilities design staff upon receipt of a completed SAF. The design of the subdivision can only commence upon receiving a design prepayment and the required information outlined on the SAF.

Alectra Utilities will obtain the developer(s) approval of the EDS design, and obtain the required approvals from local government agencies for EDS installed outside of the subdivision limit. Alectra Utilities will provide the developer(s) with an Offer to Connect (OTC) agreement which will specify the responsibilities of each party and an Economic Evaluation Model outlining the cost sharing arrangement of the EDS installation between both parties. The OTC agreement must be executed by both parties and all payments, letter of credits and easements received in full before Alectra Utilities can issue the design for construction.

Town Home/Semi Detached municipal and/or private developments require a minimum set back of 3.40M from the street line to any structure such as foundations, outdoor stairs, porches, columns etc..... to accommodate standard secondary service connections.

Revised: May 11, 2020

All proposed buildings, billboards, signs, and other structures associated with the development must maintain minimum clearances to the existing overhead or underground electrical distribution system as specified by the Ontario Electrical Safety Code and the Occupational Health and Safety Act.

All communication, street light or other pedestal(s) or equipment(s) must not be installed near Alectra Utilities transformers and/or switchgears. Enclosed with this request for comments are Alectra Utilities clearance standards.

Existing Alectra Utilities plant in conflict due to driveway locations or clearances to the existing overhead or underground distribution system will have to be relocated by Alectra at the Developer's cost.

We trust this information is adequate for your files.

Regards,

Mr. Tony D'Onofrio

Supervisor, Subdivisions

Phone: 905-532-4419

E-mail: tony.donofrio@alecrautilities.com

Subdivision Application Information Form is available by emailing tony.donofrio@alecrautilities.com



A, Agricultural Zone

C1, Restricted Commercial Zone

C2, General Commercial Zone

C3(H), Local Commercial Zone with the Holding Symbol

C3, Local Commercial Zone

C5(H), Community Commercial Zone with the Holding Symbol

C5, Community Commercial Zone

EM1, Prestige Employment Area Zone

OS1, Open Space Conservation Zone

OS2, Open Space Park Zone

RA3(H), Apartment Residential Zone with the Holding Symbol

RD2. Residential Detached Zone Two

RD3(H), Residential Detached Zone Three with the Holding Symbol

RD3, Residential Detached Zone Three

RD4(H), Residential Detached Zone Four with the Holding Symbol

RD4, Residential Detached Zone Four

RR, Rural Residential Zone

RS1(H), Residential Semi-Detached Zone with the Holding Symbol

RS1, Residential Semi-Detached Zone

RT1(H), Residential Townhouse Zone with the Holding Symbol

RT1, Residential Townhouse Zone

RV4(WS), Residential Urban Village Zone Four

RVM1(A)(H), Residential Urban Village Multiple Dwelling Zone One (Street Townhouse) with the Holding Symbol

RVM1(A), Residential Urban Village Multiple Dwelling Zone One (Street Townhouse)

RVM1(WS-A), Residential Urban Village Multiple Dwelling Zone One
(Street Townhouse on a Wide and Shallow Lot)

RVM1(WS-B), Residential Urban Village Multiple Dwelling Zone One
(Single Detached Dwelling and Semi-Detached Dwelling on a Wide and
Shallow Lot)

RVM2(H), Residential Urban Village Multiple Dwelling Zone Two with the Holding Symbol

RVM2, Residential Urban Village Multiple Dwelling Zone Two



Location Map

LOCATION:

Part of Lot 21, Concession 5

APPLICANT:

Vaughan NW Residences Inc.



499

Attachment

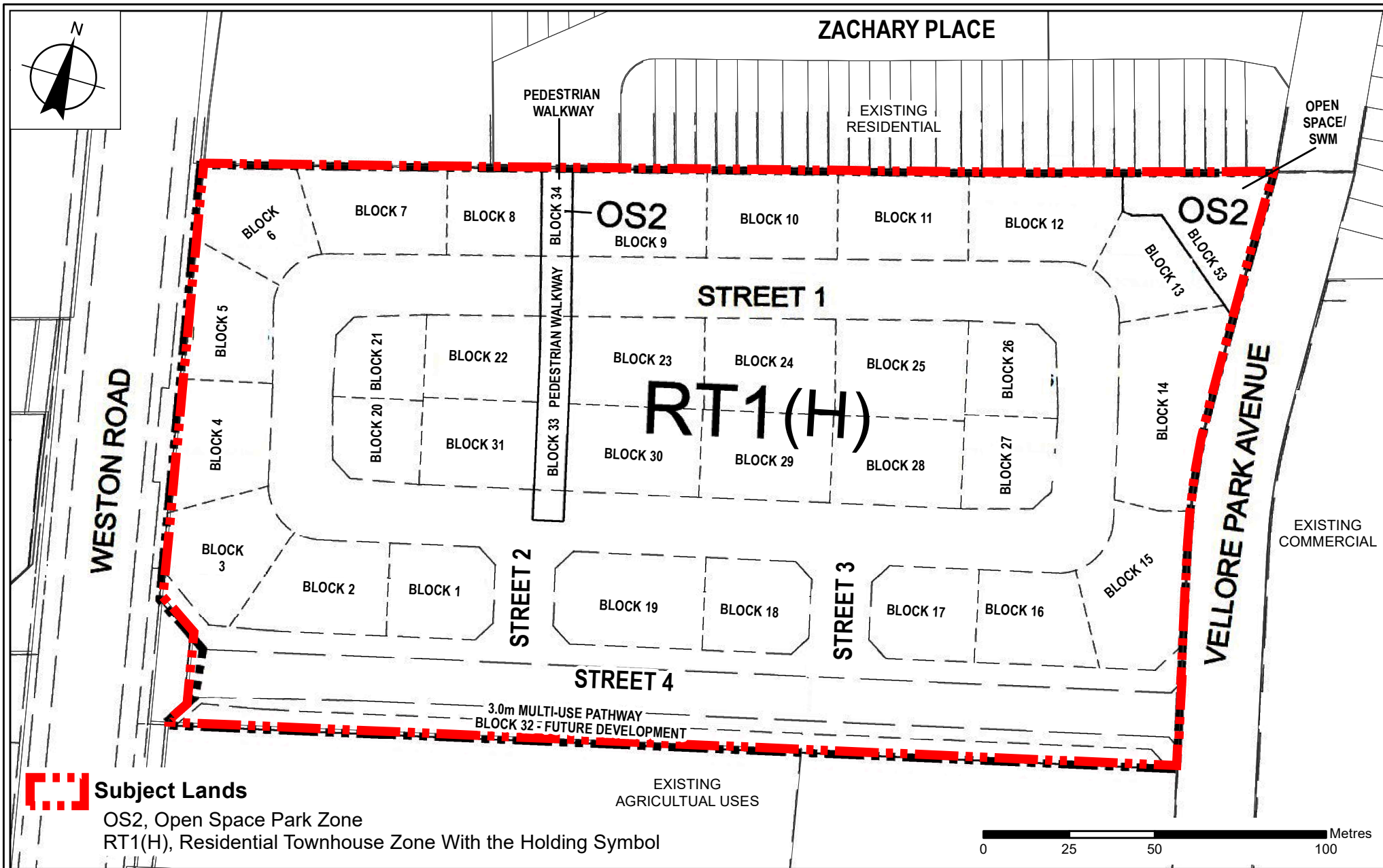
FILES:

Z.19.029 AND 19T-19V005

DATE:

February 09, 2021

2



Proposed Zoning and Draft Plan of Subdivision

LOCATION:
Part of Lot 21, Concession 5

APPLICANT:
Vaughan NW Residences Inc.



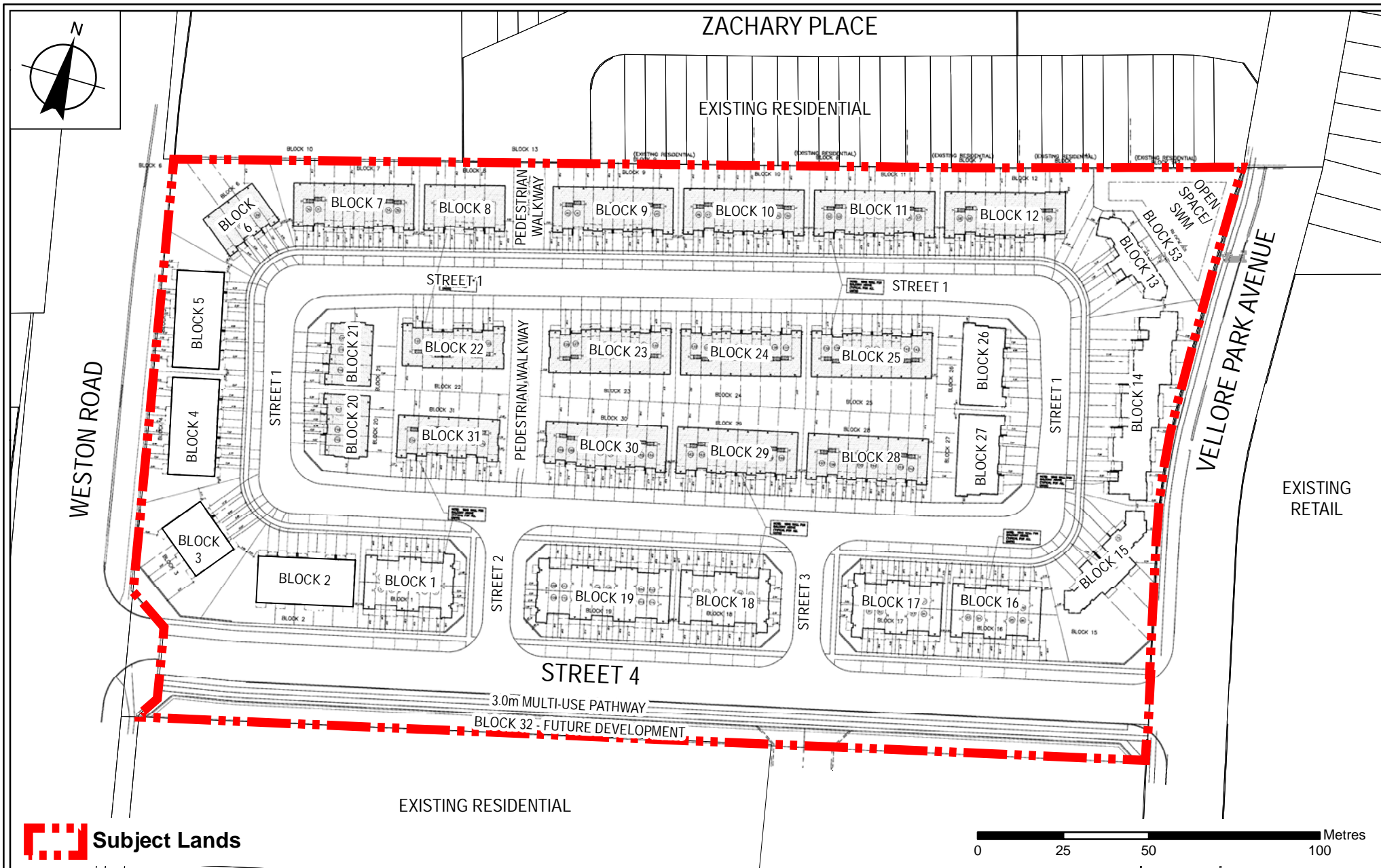
501

Attachment

FILES:
Z.19.029 AND 19T-19V005

DATE:
February 09, 2021

3



Conceptual Site Plan

LOCATION:
Part of Lot 21, Concession 5

APPLICANT:
Vaughan NW Residences Inc.

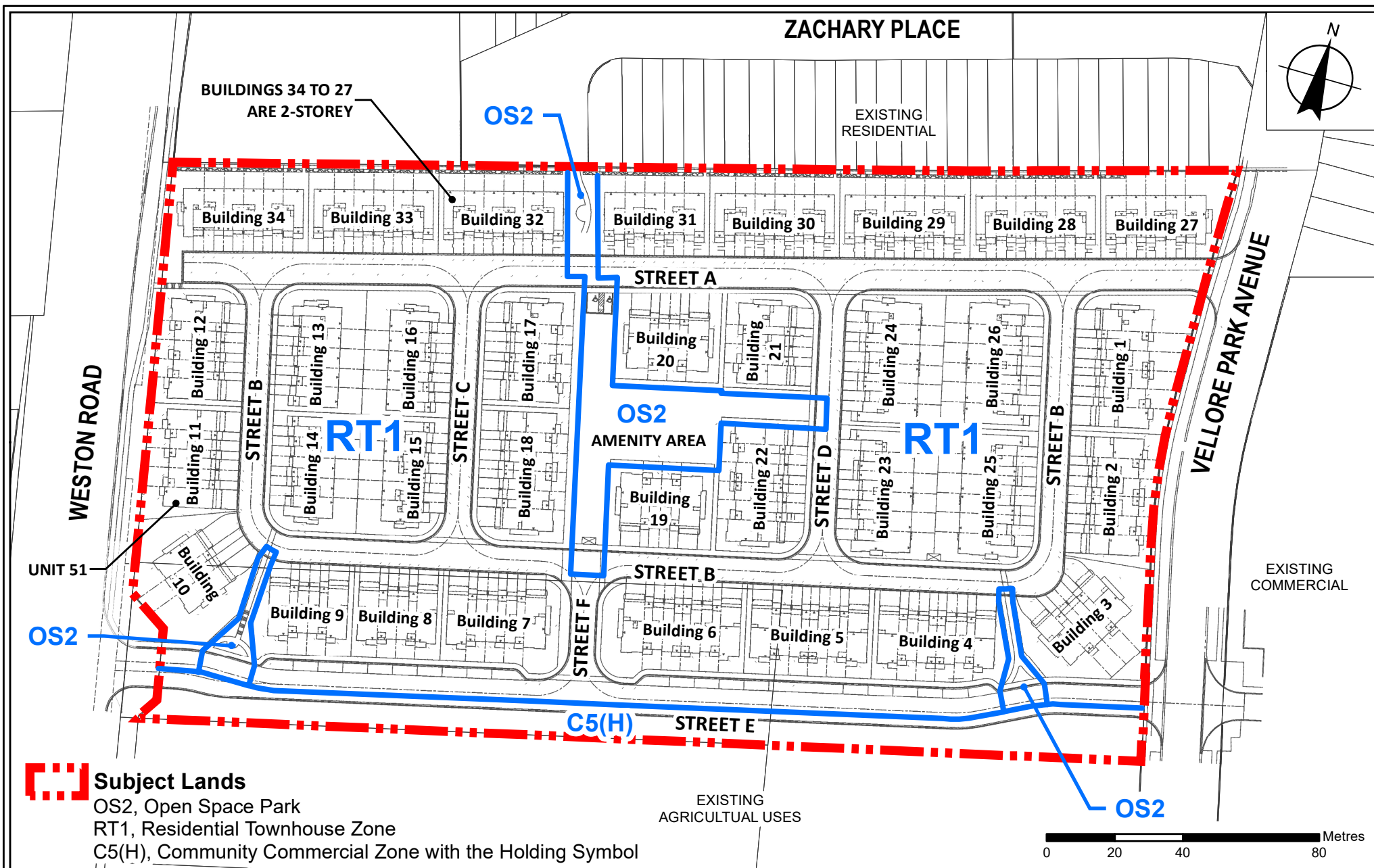


Attachment

FILES:
Z.19.029 AND 19T-19V005

DATE:
February 09, 2021

4



Council Approved Zoning and Site Plan (September 27, 2018)

LOCATION:
Part of Lot 21, Concession 5

APPLICANT:
Vaughan NW Residences Inc.



505

Attachment

FILES:
Z.19.029 AND 19T-19V005

DATE:
February 09, 2021

5

Committee of the Whole (2) Report

DATE: Tuesday, February 9, 2021

WARD(S): 1

TITLE: NASHVILLE (BARONS) DEVELOPMENTS INC. & NASHVILLE
(10 ACRES) DEVELOPMENT INC.
ZONING BY-LAW AMENDMENT FILE Z.17.022
DRAFT PLAN OF SUBDIVISION FILE 19T-17V007
VICINITY OF HUNTINGTON ROAD AND NASHVILLE ROAD

FROM:

Jim Harnum, City Manager

ACTION: DECISION

Purpose

To seek approval from the Committee of the Whole to amend the Council approved recommendations for Zoning By-law Amendment File Z.17.022 (Nashville (Barons) Developments Inc. & Nashville (10 Acres) Development Inc. Item 40, Report No. 21, June 19, 2018) to allow the Owner to apply for a Minor Variance Application(s) before the second anniversary of the day in which the implementing zoning by-law came into effect for the Subject Lands shown on Attachment 1.

Report Highlights

- The Development Planning Department supports the inclusion of an additional recommendation to allow the Owner to apply for a Minor Variance Application(s) before the second anniversary of the day in which the implementing zoning by-law came into effect by Council (October 23, 2019), for Zoning By-law Amendment File Z.17.022 on the Subject Lands.
- The Owner is seeking relief from Zoning By-law 1-88 for the approved development on the Subject Lands to reduce the minimum lot frontage requirement, increase the maximum garage width, reduce the maximum garage width, reduce the interior side yard setback and amend the definition of a 'lot' through the Committee of Adjustment.

Recommendation

1. THAT the Council approved Recommendations contained in Item 40, Report No. 21 (Nashville (Barons) Developments Inc. & Nashville (10 Acres) Development Inc.) dated June 19, 2018, be amended to include the following recommendation:

“THAT the Owner be permitted to apply for a Minor Variance Application(s) to the Vaughan Committee of Adjustment, before the second anniversary of the day on which the implementing Zoning By-law for the Subject Lands came into effect, to permit minor adjustments to the implementing Zoning By-law.”

Background

The subject lands ('Subject Lands') are located on the east side of Huntington Road, south of Nashville Road, as shown on Attachment 1.

Vaughan Council, on June 19, 2018, approved Zoning By-law Amendment and Draft Plan of Subdivision Files Z.17.022 and 19T-17V007. Zoning By-law 142-2019 was adopted by Vaughan Council on October 23, 2019.

Previous Reports/Authority

[Item 40, Report No. 21, Committee of the Whole Council Extract June 19, 2018 Enacted Zoning By-law 142-2019](#)

Analysis and Options

The Planning Act permits Vaughan Council to pass a resolution to permit the Owner to apply for a Minor Variance Application(s) within two years of a zoning by-law coming into full force and effect

Section 45(1.3) of the *Planning Act* restricts the submission of a Minor Variance Application(s) to the Committee of Adjustment within two years of the day in which a zoning by-law was amended. Section 45(1.4) of the *Planning Act* permits a Council to pass a resolution to allow an Owner to apply for a Minor Variance Application within two years of the passing of a zoning by-law. Zoning By-law 142-2019 was adopted by Vaughan Council on October 23, 2019 and therefore, two years have not passed since the enactment of the by-law.

The Owner has submitted a Minor Variance Application to the approved Zoning By-law

The Subject Lands are zoned “RD3 Residential Detached Zone Three” by Zoning By-law 1-88, and subject to site-specific exception 9(1376), which permits detached residential dwellings.

The Owner submitted Minor Variance Application Files A145/20, A011/21, A012/21, A013/21 and A014/21 ('Minor Variance Applications') to the Committee of Adjustment for relief from Zoning By-law 1-88 as amended by By-law 142-2019. The following variances to the draft approved subdivision shown on Attachment 2, are being requested by the Owner:

1. Reduce the required lot frontage from 12 m to 11.63 m (Block 119 on Plan 65M-4556 and Block 227 on Plan 65M-4672).
2. Reduce the required interior side yard setback from 1.2 m to 0.65 m for one side yard (Lots 195 -198 inclusive on Plan 65M-4672).
3. Permit a maximum interior garage width of 5.59 m on a lot with a minimum lot frontage of 11.5 m to 11.99 m, whereas 5 m is required (Block 119 on Plan 65M-4556 and Block 227 on Plan 65M-4672).
4. Permit a maximum interior garage width of 5.49 m on a lot with a minimum lot frontage of 12 m, whereas 5.5. m is required (Lots 195-198 inclusive on Plan 65M-4672).
5. Deem Block 119 on Plan 65M-4556 and Block 227 on Plan 65M-4672, as shown on Attachment 2, as one "Lot", as defined by Zoning By-law 1-88.

The Owner has indicated the variances identified above are required in order to address zoning deficiencies identified through their detailed design. In addition, one residential lot is comprised of two blocks on two separate registered plans and does not comply with the definition of a "Lot" in Zoning By-law 1-88.

Should Council approve the recommendation, the minor variance applications will be reviewed and circulated to internal staff to determine if the variances meet the four tests identified in Section 45(1) of the *Planning Act*. The Owner would also be able to apply if necessary, for future zoning relief for the Subject Lands in the event other minor zoning matters arise within the prescribed two-year period in which the zoning by-law was amended. The Development Planning Department can support the request to allow the Owner to submit a Committee of Adjustment application on the basis the Minor Variance Applications will be reviewed on their own merits.

Financial Impact

There are no requirements for new funding associated with this report.

Broader Regional Impacts/Considerations

There are no requirements from the York Region Community Planning Department regarding this request.

Conclusion

The Development Planning Department supports the request from the Owner to apply for a Minor Variance Application(s) before the second anniversary of the day in which implementing Zoning By-law 142-2019 came into effect. Should Council approve the recommendation, the Owner would be permitted to proceed with their Minor Variance Applications (Files A145/20, A011/21, A012/21, A013/21 and A014/21) to the Committee of Adjustment to permit variances to the development on the Subject Lands shown on Attachment 2. The Minor Variance Applications will be reviewed on their own merits ensuring that the requested variances meet the four tests of Section 45(1) of the *Planning Act*.

For more information, please contact: Margaret Holyday, Senior Planner, at ext. 8216.

Attachments

1. Context and Location Map
2. Zoning By-law Schedule

Prepared by

Margaret Holyday, Senior Planner, ext. 8216

Carmela Marrelli, Senior Manager of Development Planning, ext. 8791

Bill Kiru, Acting Director of Development Planning, ext. 8633

Approved by



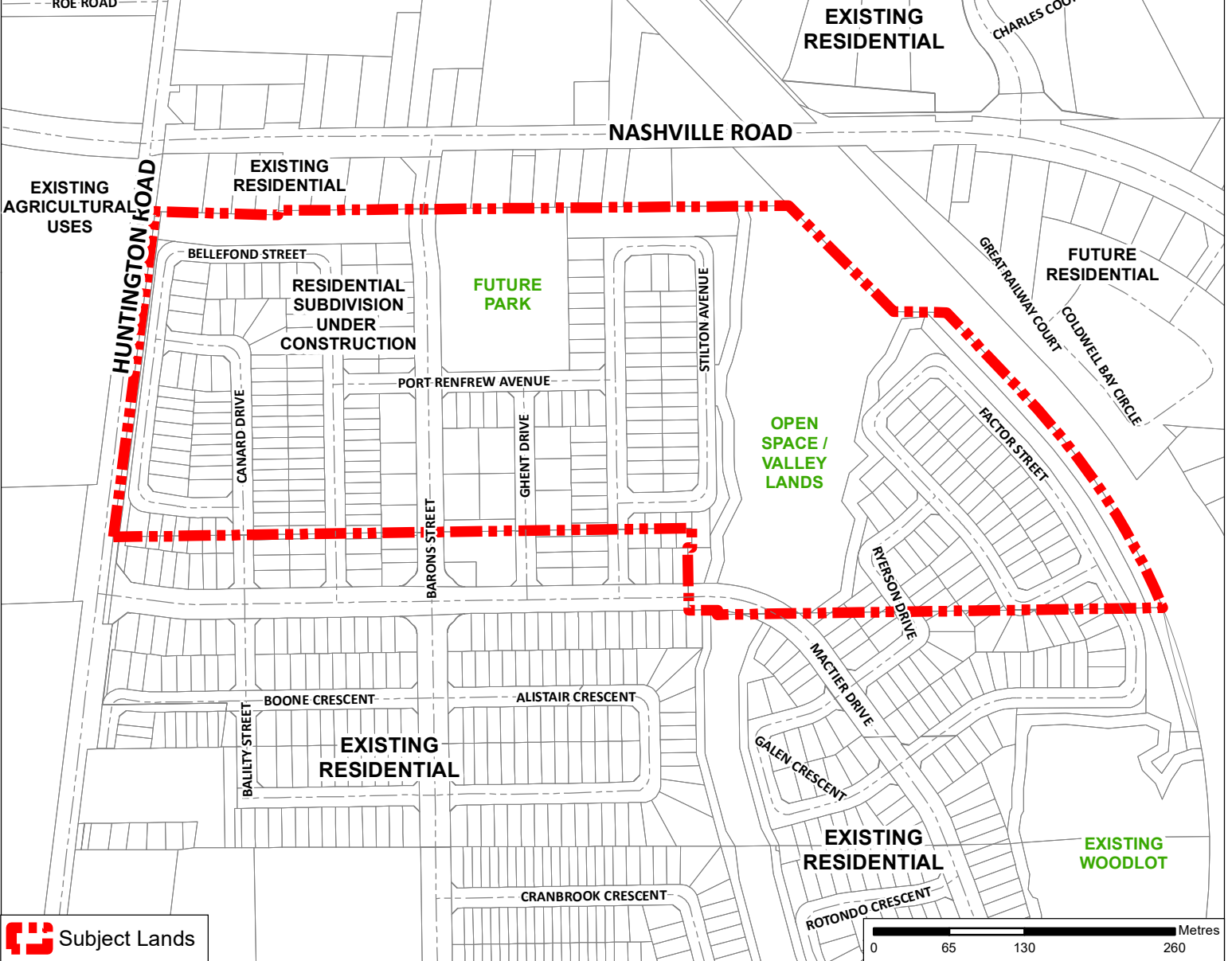
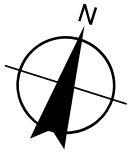
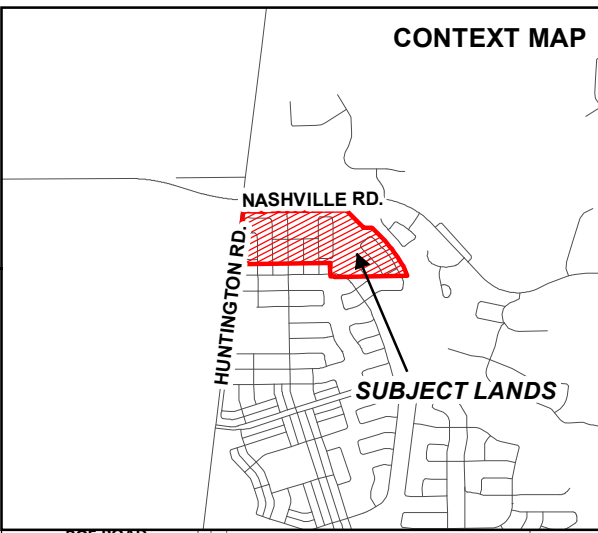
Mauro Peverini, Acting Chief Planning Official

Reviewed by



Jim Harnum, City Manager

CONTEXT MAP



Context and Location Map

LOCATION:
Part of Lot 25, Concession 9

APPLICANT: Nashville (Barons) Developments Inc. and Nashville (10 Acres) Developments Inc.



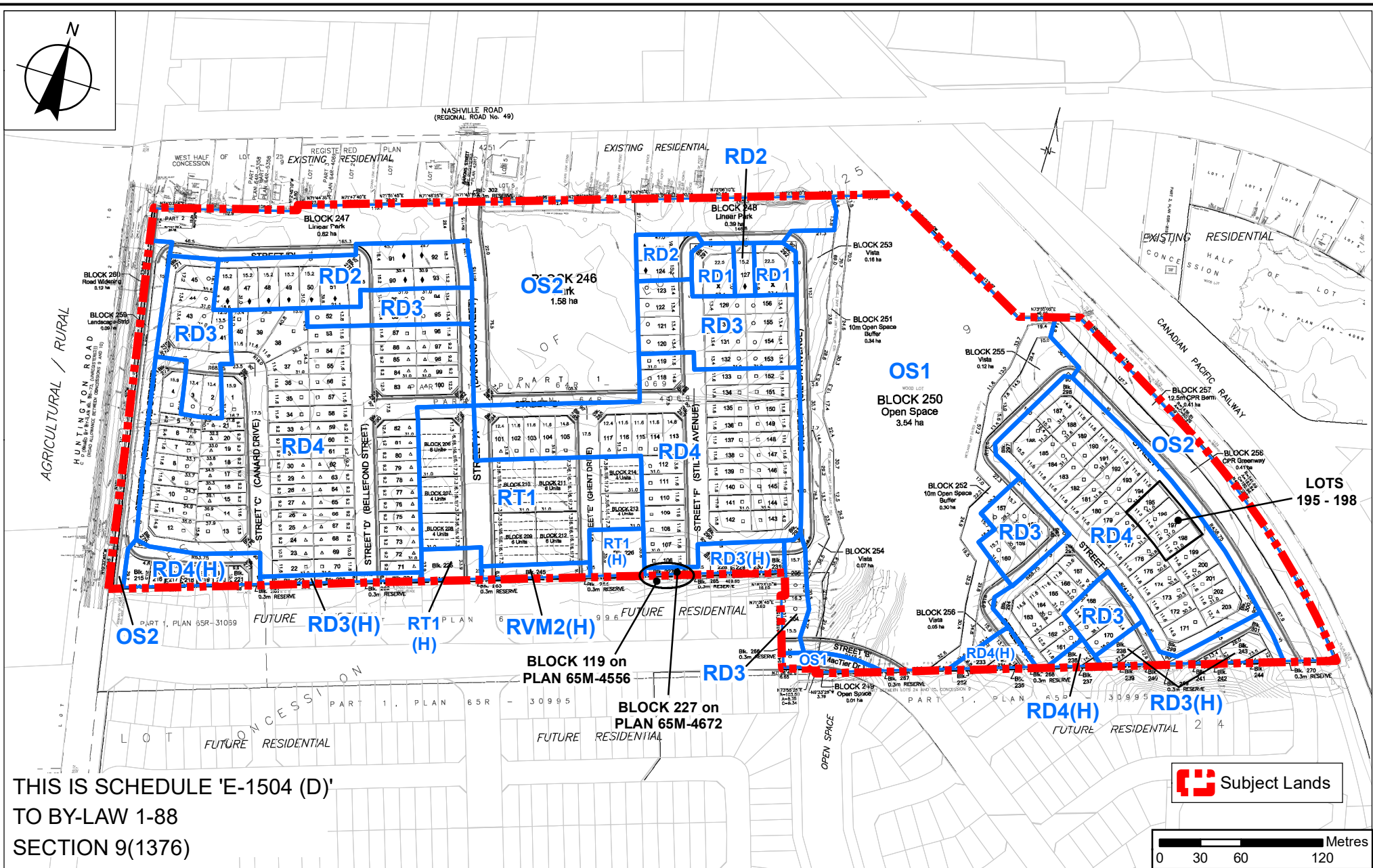
511

Attachment

FILES: Z.17.022 and
19T-17V007

DATE:
February 9, 2021

1



Zoning By-Law Schedule

APPLICANT: Nashville (Barons) Developments Inc. and Nashville (10 Acres) Developments Inc.



DATE:
February 9, 2021

2

Committee of the Whole (2) Report

DATE: Tuesday, February 9, 2021

WARD: 4

**TITLE: VMC RESIDENCES INC. ON BEHALF OF VMC RESIDENCES
LIMITED PARTNERSHIP
DRAFT PLAN OF CONDOMINIUM FILE 19CDM-20V009
5 BUTTERMILL AVENUE
VICINITY OF BUTTERMILL ROAD AND PORTAGE PARKWAY**

FROM:

Jim Harnum, City Manager

ACTION: DECISION

Purpose

To seek approval from the Committee of the Whole for Draft Plan of Condominium (Standard) File 19CDM-20V009 to create condominium tenure for the at-grade townhouse units that were approved as part of the ultimate site plan for the Transit City Towers 1 and 2 (Site Development File DA.17.014) in the Vaughan Metropolitan Centre (VMC), as shown on Attachment 3. While eleven (11) townhouse units were initially approved by Vaughan Council on June 23, 2017, the City recently approved Site Development File DA.20.057 (a Minor Amendment to the existing site plan approval) to convert the 11 townhouse units into 22 stacked townhouse units, maintaining at-grade access to the units and conforming to the approved building envelope and elevations.

Report Highlights

- This report recommends approval of Draft Plan of Condominium (Standard) File 19CDM-20V009, subject to conditions, to create the condominium tenure for the development that is consistent with the approved Site Development Files DA.17.014 and DA.20.057, subject to the Conditions of Draft Approval in Attachment 1.

Recommendations

1. THAT Draft Plan of Condominium (Standard) File 19CDM-20V009 BE APPROVED, subject to conditions, to create the condominium tenure for the development that is consistent with the approved Site Development Files DA.17.014 and DA.20.057, subject to Conditions of Draft Approval in Attachment 1; and
2. THAT prior to Final Approval of the Draft Plan of Condominium (Standard) File 19CDM-20V009, the Owner shall successfully obtain the following:
 - a. Site Development Application File DA.20.057 be approved by the VMC Program and the amending Site Plan Agreement must be registered on-title.

Background

The Subject Lands are located on the south side of Portage Parkway, east of the future Buttermill Avenue and north of the VMC Centre of Community, and municipally known as 898 Portage Parkway and 5 Buttermill Avenue (the 'Subject Lands'), with the surrounding land uses shown on Attachment 2.

Previous Reports/Authority

[Item 38, Report No. 26, of the Committee of the Whole, adopted without amendment by Council of the City of Vaughan on June 27, 2017](#)

Analysis and Options

The Owner has submitted a Draft Plan of Condominium File 19CDM-20V009 (the 'Application') to create the condominium tenure, as shown on Attachments 2 to 5, for townhouse units which were approved by Vaughan Council on June 27, 2017 as part of the Transit City Towers 1 and 2 development (Site Development File DA.17.014), which is currently under construction and which were amended by DA.20.057. The Application consists of the following:

- 22 stacked townhouse units within a 4-storey envelope (11 one-bedroom units, and 11, three-bedroom units) accessed at-grade
- Residential Gross Floor Area ('GFA') of 2,588 m²
- Site Area of 1,056.9 m²
- Total GFA (all uses inclusive of Transit City 1 and 2 towers) of 92,675 m²

It should be noted that all site statistics apart from the increased number of townhouse units, are consistent with the previous Council approval (DA.17.014).

The Application is consistent with the approved ultimate site plan, as shown on Attachment 3, which includes the revised proposal for 22 stacked townhouse units and the ultimate urban streetscape conditions to be implemented upon construction of the Buttermill Avenue to Portage Parkway. A demolition permit has been received by the City to remove portions of the existing Walmart store to enable construction of Buttermill Avenue and the townhouse units.

The proposed 11 one-bedroom units have direct access to the street facing Buttermill Avenue and are located on the ground floor (shown on Attachment 4). The other proposed 11 units occupy Levels 2 to 4 and have two points of access; one at-grade facing Buttermill Avenue, and the other on the 4th floor to a shared common corridor which provides direct access into the above-grade parking structure (shown on Attachment 5). These larger dwellings consist of three-bedroom units with a private roof top amenity area. All 22 townhouse units will be managed by a single condominium corporation. The proposal will permit standard condominium tenure for each unit and will have shared access to and from the same facilities as offered by the Transit City Towers 1 and 2 buildings (i.e. access to common amenity, lobby, visitor, parking, bicycle parking areas etc.). The Development will have public access to the enhanced pedestrian connection provided via the Transit City Towers 1 and 2 development, which will continue to be owned, and maintained by the Owner. A condition to this effect is included in Attachment 1.

The Application is consistent and conforms to Provincial, Region of York policies and conforms to VOP 2010 and the VMC Secondary Plan

The Provincial Policy Statement, 2020 ('PPS') and A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019 (the 'Growth Plan') provide policy direction for land use planning and development for lands in Ontario. The Subject Lands are within an "Urban Growth Centre" and "Major Transit Station Area" as identified by the Growth Plan and designated as "Urban Area" and located within a "Regional Centre" by the York Region Official Plan ('YROP').

Volume 2 of the Vaughan Official Plan 2010 ('VOP 2010'), specifically the Vaughan Metropolitan Centre Secondary Plan (the 'VMC Secondary Plan'), designates the Subject Lands "Station Precinct", which permits a maximum building height of 25-storeys and a maximum density of 4.5 times the area of the lot (Floor Space Index – 'FSI'). The development is permitted a density of 8.64 FSI with two 55-storey apartments buildings, integrated with the 4-storey townhouse units facing Buttermill Avenue, resulting from the provisions of Policy 8.1.24, respecting the transfer of unused building height and/or density, in the VMC Secondary Plan.

The proposed stacked townhouses provide additional unit typologies contributing to the overall housing-mix and options for the area. The Development is transit-supportive as the Subject Lands are located within an MTSA and is located within proximity to the SmartVMC Bus Terminal, VMC Subway Station, and the VivaNext Bus Rapid Transit along Highway 7 (the 'higher order transit'). The Application is permitted by the YROP, VOP 2010, VMC Secondary Plan and compiles with Zoning By-law 1-88. The Condominium Plan implements the tenure for development that is consistent with and conforms to Provincial, York Region Official Plan and City Official Plan Policies.

The Application complies with Zoning By-law 1-88 and is consistent with the approved site plan

The Subject Lands are zoned C10 Corporate District Zone by Zoning By-law 1-88, subject to site-specific Exception 9(1445). The original site plan was approved in 2017 with an enhanced pedestrian connection along the eastern property line that is subject to a public access arrangement. The latest approved Site Plan (File DA.20.057) maintains the same enhanced pedestrian connection in its ultimate condition. The development is permitted and complies with all the requirements of Zoning By-law 1-88. As a condition of approval, the Owner must submit an "as-built" survey to the satisfaction of the Building Standards Department, prior to the registration of the final condominium plan.

The proposed garbage/recycling collection may be eligible for municipal waste collection service or shall be the responsibility of the Condominium Corporation

Upon a successfully completed application, site inspection and executed agreement as determined by the City, the Condominium Corporation may be eligible for municipal waste collection services. Should the Condominium Corporation be deemed ineligible by the City or choose not to enter into an agreement with the City for municipal collection service, all waste collection services shall be privately administered and shall be the responsibility of the Condominium Corporation.

The following commenting agencies have advised they have no objections to the approval of the Application

Canada Post has no objection to the Application, subject to the conditions, in relation to approved Site Development Application Files DA.17.014 and DA.20.057, being satisfied. Alectra Utilities, Enbridge Gas, Bell Canada, and Rogers have no objection to the Application. The Owner is required to confirm all required easements and rights-of-way for each utility have been granted to the appropriate authority. A condition to this effect is included in Attachment 1.

Financial Impact

There are no requirements for new funding associated with this report.

Broader Regional Impacts/Considerations

The York Region Community Planning and Development Services Department has no objection to the Application, subject to their Conditions of Draft Approval identified in Attachment 1.

Conclusion

Draft Plan of Condominium (Standard) File 19CDM-20V009 conforms to the VMCSPP, complies with Zoning By-law 1-88, and is consistent with the approved ultimate site plan, as approved by File DA.17.014 and as recently approved by DA.20.057. Accordingly, the Planning and Growth Management Portfolio, VMC Program recommends approval of the Application, subject to conditions set out in Attachment 1.

For more information, please contact: Natalie Wong, Senior Planner, VMC at extension 8866.

Attachments

1. Conditions of Draft Approval.
2. Context and Location Map.
3. Approved Ultimate Site Plan.
4. Proposed Draft Plan of Condominium.
5. Proposed Draft Plan of Condominium (Levels 2, 3, and 4).

Prepared by

Natalie Wong, Senior Planner VMC, extension 8866
Amy Roots, Senior Manager VMC, extension 8035
Christina Bruce, Director VMC Program, extension 8231

Approved by



Mauro Peverini, Acting Chief Planning
Official

Reviewed by



Jim Harnum, City Manager

ATTACHMENT NO. 1

CONDITIONS OF DRAFT APPROVAL

**DRAFT PLAN OF CONDOMINIUM (STANDARD) FILE 19CDM-20V009 (“THE
PLAN”)
VMC RESIDENCES GP INC. AS A GENERAL PARTNER AND ON BEHALF OF VMC
RESIDENCES LIMITED PARTNERSHIP (“THE OWNER”)
5 BUTTERMILL AVENUE
PART OF BLOCKS 80, 81, AND 82, REGISTERED PLAN 65M-2545
CITY OF VAUGHAN (“THE CITY”)**

**THE CONDITIONS OF THE COUNCIL OF THE CITY OF VAUGHAN THAT SHALL BE
SATISFIED PRIOR TO THE RELEASE FOR REGISTRATION OF PLAN OF
CONDOMINIUM (STANDARD) FILE 19CDM-20V009, ARE AS FOLLOWS:**

City of Vaughan Conditions

1. The Plan shall relate to a Draft Plan of Condominium, prepared by J.D Barnes Limited, drawing file No. 17-22-605-00(DP) dated September 21, 2020.
2. Prior to the execution of the Condominium Agreement, the Owner shall submit a pre-registered Plan of Condominium to the Planning and Growth Management Portfolio, VMC Program.
3. The Owner shall enter into a Condominium Agreement with the City of Vaughan and shall agree to satisfy any conditions that the City may consider necessary that may be outstanding as part of Site Development File DA.17.014 and DA.20.057.
4. The following provision(s) shall be included in the Condominium Agreement:
 - a) The Condominium Corporation shall be responsible to regularly clean and maintain all driveway catch basins;
 - b) Private garbage and recycling collection, snow removal and clearing shall be the responsibility of the Condominium Corporation;
 - c) The Owner and/or Condominium Corporation shall supply, install, and maintain mail equipment to the satisfaction of Canada Post;
 - d) Upon a successfully completed application, a site inspection, and the execution and registration of an agreement with the Vaughan Environmental Services Department, Solid Waste Management Division as determined by the City, the Condominium Corporation will be eligible for municipal waste collection services. Should the Condominium Corporation be deemed ineligible by Vaughan or choose not to enter into an agreement

with Vaughan for municipal collection services, all waste collection services shall be privately administered and shall be the responsibility of the Condominium Corporation.

5. The Condominium Agreement shall be registered on title against the lands to which it applies, at the cost of the Owner.
6. Prior to final approval, the Owner shall submit an "as-built" survey to the satisfaction of the Building Standards Department.
7. Prior to final approval, the Owner and their Solicitor and Land Surveyor shall confirm that all required easements and rights-of-way for utilities (Alectra Corporation Utilities, Rogers, Bell, Enbridge Gas Inc.), drainage and construction purposes have been granted to the appropriate authorities.
8. Prior to final approval, the Owner shall confirm to the Planning and Growth Management Portfolio, VMC Program that they have paid all taxes levied, all additional municipal levies, if applicable, development charges and all financial requirements of this development as may be required by the Financial Planning and Development Finance Department. The Owner also certifies acknowledgement of responsibility for the payment of all taxes levied to date, both interim and final, and all taxes levied upon the land after execution of this Agreement, if required, until each unit covered under this Condominium Agreement is separately assessed.

York Region Conditions:

9. The Owner shall include in all Agreements of Purchase and Sale and/or Lease, Condominium Agreement, Condominium Declaration the following clause with respect to the permanent easement across the Site:

"The purchaser and/or lessee specifically acknowledges and agrees that the proximity of the development to the VMC Transit Terminal operations and its construction may result in transmission of noise, vibration, electromagnetic interference, lighting glare, stray current, smoke, and particulate matter (collectively referred to as "interferences") on and/or to the Development and despite the inclusion on control features within the Development, Interferences from transit operations may continue to be of concern, occasionally interfering with some activities of the occupants of the Development. Notwithstanding the above, the purchaser or lessee agrees to release and save harmless the Regional Municipality of York from all claims, losses, judgments or actions arising or resulting from any and all Interferences. The purchaser or lessee further acknowledges and agrees that an Interference clause similar to the one contained herein shall be inserted into any succeeding lease, sublease or sales agreement, and that this requirement shall be binding not only on the parties

hereto but also their respective successors and assigns and shall not die, or be null and void, with the closing of the transaction.”

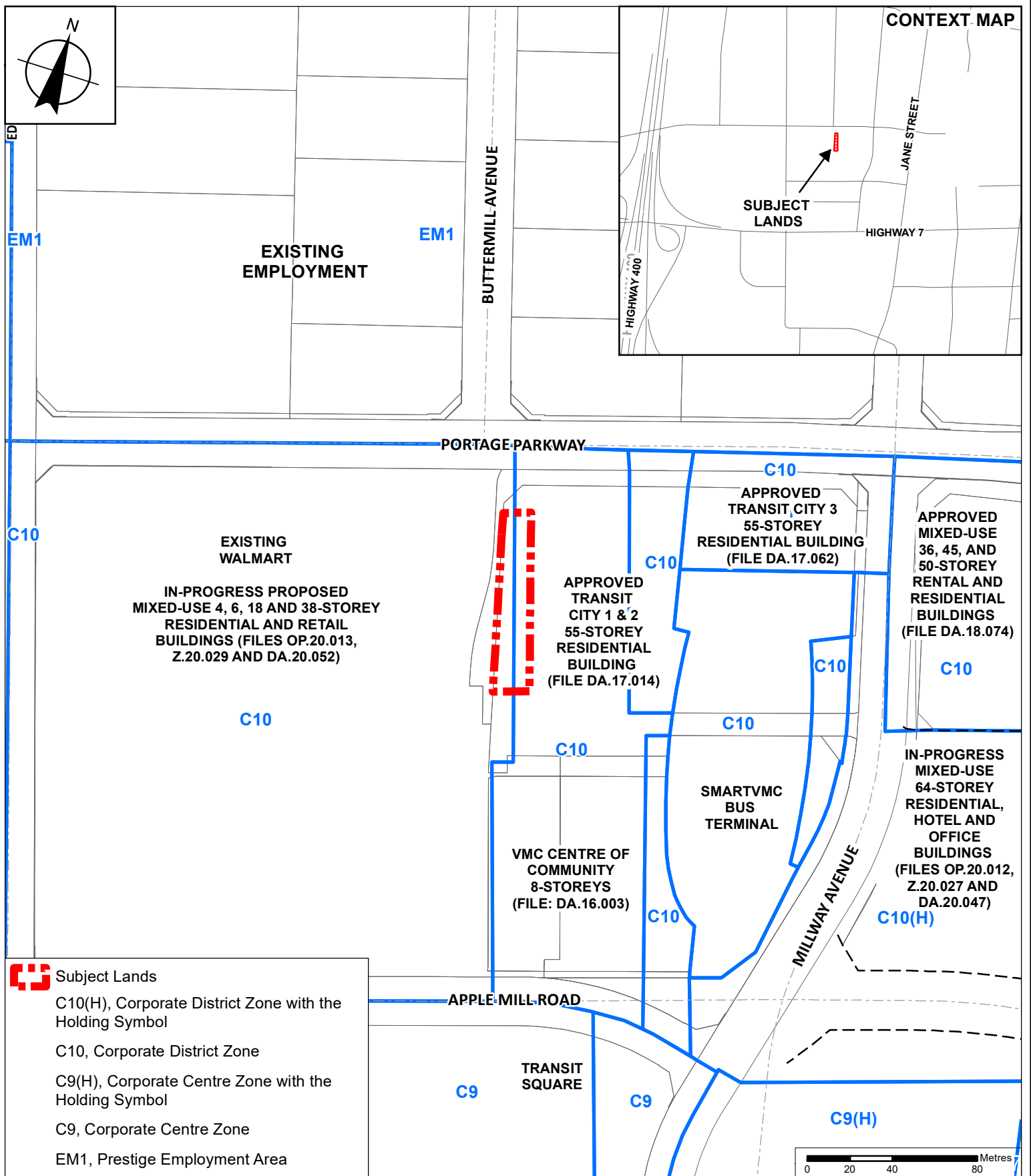
Bell Canada Conditions:

10. The Owner acknowledges and agrees to convey any easement(s) as deemed necessary by Bell Canada to service this new development. The Owner further agrees and acknowledges to convey such easements at no cost to Bell Canada.
11. The Owner agrees that should any conflict arise with existing Bell Canada facilities where a current and valid easement exists within the subject area, the Owner shall be responsible for the relocation of any such facilities or easements at their own cost.

Canada Post Conditions:

12. Prior to final approval, the Owner shall satisfy the following conditions of Canada Post:
 - a. The Owner/Developer will consult with Canada Post to determine suitable permanent locations for the placement of Community Mailboxes and to indicate these locations on appropriate servicing plans;
 - b. The Builder/Owner/Developer will confirm to Canada Post that the final secured permanent locations for the Community Mailboxes will not be in conflict with any other utility; including hydro transformers, bell pedestals, cable pedestals, flush to grade communication vaults, landscaping enhancements (tree planting) and bus pads;
 - c. The Owner/Developer will install concrete pads at each of the Community Mailbox locations as well as any required walkways across the boulevard and any required curb depressions for wheelchair access as per Canada Post's concrete pad specification drawings;
 - d. The Owner/Developer will agree to prepare and maintain an area of compacted gravel to Canada Post's specifications to serve as a temporary Community Mailbox location. This location will be in a safe area away from construction activity in order that Community Mailboxes may be installed to service addresses that have occupied prior to the pouring of the permanent mailbox pads. This area will be required to be prepared a minimum of 30 days prior to the date of first occupancy;
 - e. The Owner/Developer will communicate to Canada Post the excavation date for the first foundation (or first phase) as well as the expected date of first occupancy;

13. The City of Vaughan Planning and Growth Management Portfolio, VMC Program shall advise that Conditions 1 to 8 have been satisfied.
14. York Region Community Planning and Development Services shall advise that Condition 9 has been satisfied.
15. Bell Canada shall advise the Vaughan Planning and Growth Management Portfolio, VMC Program that Conditions 10 and 11 have been satisfied.
16. Canada Post shall advise the Vaughan Planning and Growth Management Portfolio, VMC Program, that Condition 12 has been satisfied.



Context and Location Map

LOCATION: Part of Lots 6 and 7, Concession 5; 5 Buttermill Avenue

APPLICANT: VMC Residences GP Inc. as a General Partner and on behalf of VMC Residences Limited Partnership

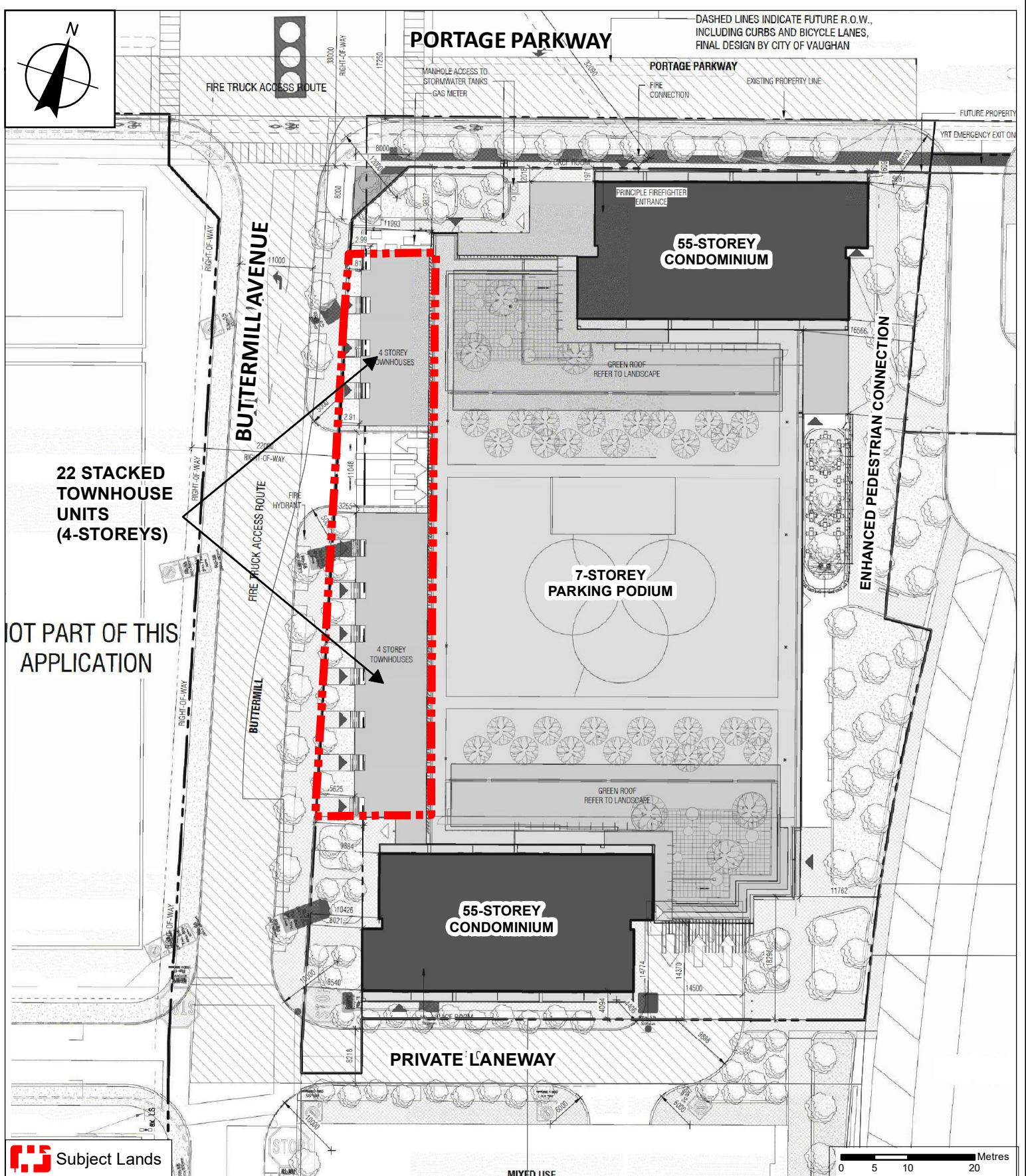


525

Attachment

FILE: 19CDM-20V009
RELATED FILES: DA.17.014 and DA.20.057
DATE: February 9, 2021

2



Approved Ultimate Site Plan

LOCATION: Part of Lots 6 and 7, Concession 5; 5 Buttermill Avenue

APPLICANT: VMC Residences GP Inc. as a General Partner and on behalf of VMC Residences Limited Partnership



527

Development Planning

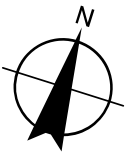
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FILE: 19CDM-20V009

RELATED FILES: DA.17.014 and DA.20.057

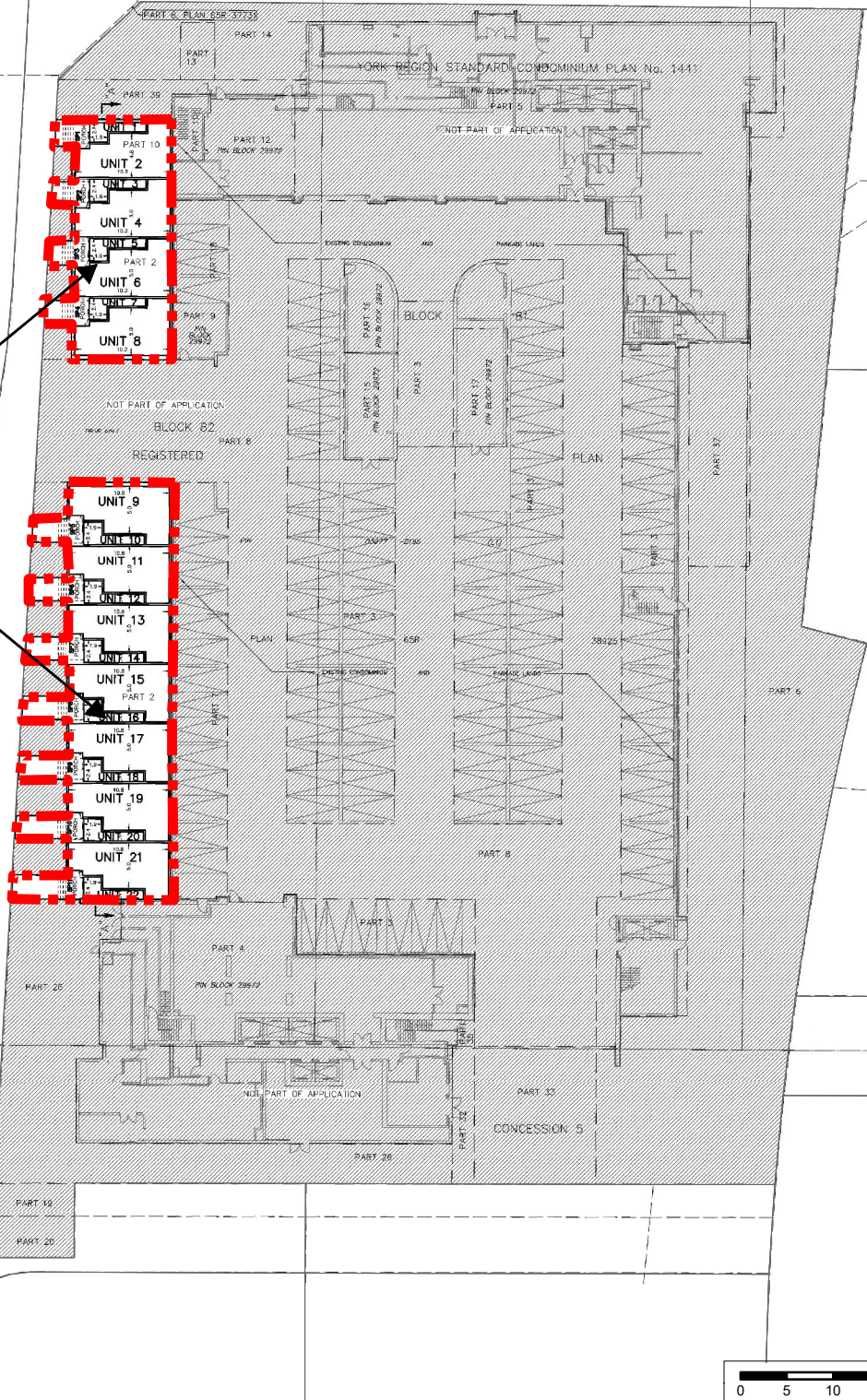
DATE: February 9, 2021

3



PORTAGE PARKWAY

22 STACKED
TOWNHOUSE
UNITS



 Subject Lands

Proposed Draft Plan of Condominium

LOCATION: Part of Lots 6 and 7, Concession 5;
5 Buttermilk Avenue

APPLICANT: VMC Residences GP Inc.
as a General Partner and on behalf of
VMC Residences Limited Partnership

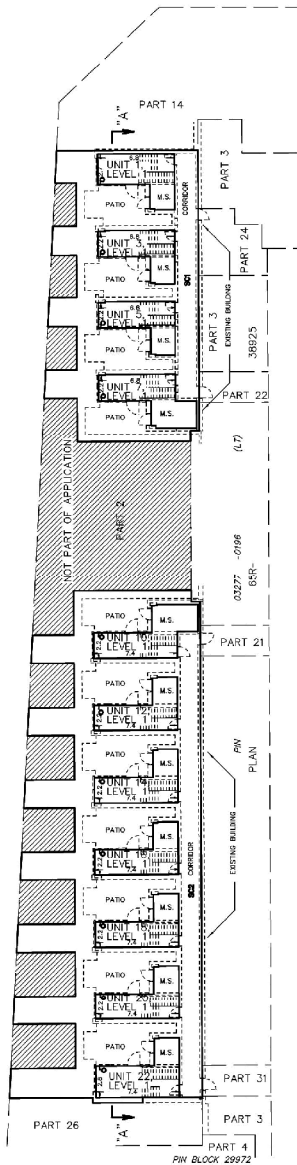
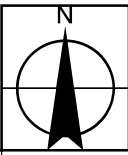


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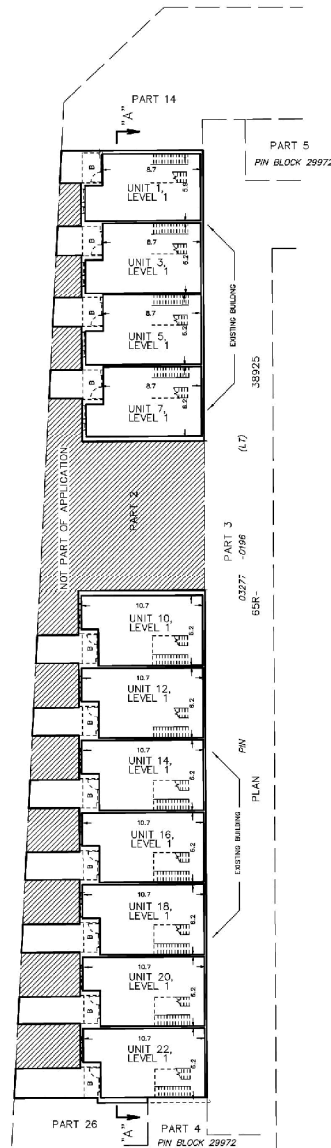
Attachment

FILE: 19CDM-20V009
RELATED FILES:
DA.17.014 and DA.20.057
DATE: February 9, 2021

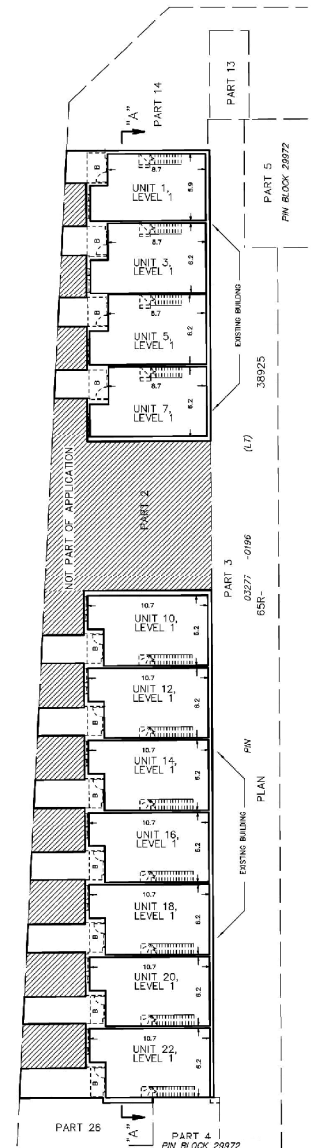
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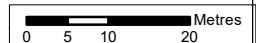
**RESIDENTIAL UNITS 1, 3,
5, 7, 10, 12, 14, 16, 18, 20 AND
22 ON LEVEL 1 (4TH FLOOR)**



**RESIDENTIAL UNITS 1, 3,
5, 7, 10, 12, 14, 16, 18, 20 AND
22 ON LEVEL 1 (3RD FLOOR)**



**RESIDENTIAL UNITS 1, 3,
5, 7, 10, 12, 14, 16, 18, 20 AND
22 ON LEVEL 1 (2ND FLOOR)**



Proposed Draft Plan of Condominium (Levels 2, 3 and 4)

LOCATION: Part of Lots 6 and 7, Concession 5;
5 Buttermilk Avenue

APPLICANT: VMC Residences GP Inc.
as a General Partner and on behalf of
VMC Residences Limited Partnership



531

Attachment

FILE: 19CDM-20V009
RELATED FILES:
DA.17.014 and DA.20.057
DATE: February 9, 2021

5

Committee of the Whole (2) Report

DATE: Tuesday, February 9, 2021

WARD: 1

TITLE: TRAFFIC CALMING REVIEW – BLOCK 55 EAST

FROM:

Jim Harnum, City Manager

ACTION: FOR INFORMATION

Purpose

To inform Council of Staff's findings with respect to the implementation of traffic control at intersections along Kleinburg Summit Way and Kipling Avenue within the Monarch Castlepoint Kleinburg North subdivision of Block 55.

Report Highlights

- An updated Transportation Impact Study has been provided to the City for the Monarch Castlepoint Kleinburg North Subdivision of Block 55 to assess the need for additional traffic control measures along Kleinburg Summit Way and Kipling Avenue.
- Traffic studies show that the Provincial warrant for an all-way stop control is currently not met at the studied intersections.
- Per the subdivision agreement, it is the responsibility of the Owner to implement traffic calming measures to the City's satisfaction. Steps have been taken by the Owner including installing radar speed signs on Kleinburg Summit Way and Kipling Avenue.
- Traffic volumes at the Kleinburg Summit Way intersections will continue to be monitored for traffic control, while other traffic calming measures can be explored, such as pedestrian crossovers (PXOs)

Recommendation

1. That this report be received for information.

Background

As the Monarch Castlepoint Kleinburg North subdivisions become occupied, residents of the subdivisions have expressed concern with respect to vehicular volumes and pedestrian safety along Kleinburg Summit Way

Approved as part of the Monarch Castlepoint Kleinburg North subdivisions, Kleinburg Summit Way is a north-south minor collector road that operates between Kirby Road and Teston Road. There are no all-way stop-control or protected pedestrian crossings along Kleinburg Summit Way.

As the subdivisions have become increasingly occupied over the years, residents have expressed concerns with respect to increasing traffic volumes, speeding, and a lack of protected pedestrian crossing opportunities. Residents have also requested that all-way stop control be installed at key intersections. Resident concerns were first received by City Staff in August, 2018.

In response to resident concerns, City Staff undertook an all-way stop control analysis in late 2018. The following intersections were studied:

- Kipling Avenue & McMichael Avenue
- Kirby Road & Kleinburg Summit Way

The study found the Provincial Warrant for all-way stop control was not met. Residents have continued to express concerns with respect to vehicle speeds and pedestrian safety following this analysis. More recently, the City received a proposal to install all-way stop control at seven (7) internal intersections from the Owner in August, 2019, as well as an updated Transportation Impact Study (TIS) provided in March, 2020, which performed updated all-way stop control warrant analysis at key intersections.

Understanding the concerns of residents with respect to vehicle speeds, the City also recently worked to address speeding concerns on Kipling Avenue within the Block. The City has reduced the speed limit on Kipling Avenue to 60km/h, painted centerline markings, and installed the flashing light at the intersection of Kipling Avenue and Teston Road.

Previous Reports/Authority

City of Vaughan Traffic By-Law:

[Consolidated Traffic By-Law 284-94](#)

Kipling Avenue Speed Review:

[Kipling Avenue – Kirby Road to 500m South of Teston Road Speed Review](#)

Analysis and Options

The updated Transportation Impact Study (TIS) provided to the City finds that the warrant criteria for all-way stop control are not met at the studied intersections

The updated TIS involved collecting traffic volumes in October, 2019, and performed an analysis of the all-way stop control warrant criteria for seven (7) key intersections within the subdivision. The updated TIS assessed all-way stop control under two scenarios, including both the existing conditions and the forecasted full build-out of the subdivisions.

Under existing conditions, the TIS noted that the warrant criteria are close to being satisfied at one (1) of the studied intersections, being the Kleinburg Summit Way & Teston Road intersection. However, the findings indicated that the warrant criteria per the Provincial Warrant is currently not met. Under the forecasted ultimate build-out of the subdivisions, while none of the studied intersections satisfy the Provincial Warrant, four (4) intersections were close to satisfying the warrant criteria, and include:

- Kleinburg Summit Way & Ridgpoint Road
- Kleinburg Summit Way & McMichael Avenue
- Kleinburg Summit Way & Pierre Berton Boulevard
- Kleinburg Summit Way & Teston Road

The updated TIS studied the following intersections:

| Intersection | Current Control | Potential Control | OTM Warrant Result |
|-------------------------------------------|-----------------|-------------------|--------------------|
| Kipling Ave & McMichael Ave | 1-way | all-way | Not met |
| Kipling Ave & Pierre Berton Blvd | 1-way | all-way | Not met |
| Kleinburg Summit Way & Teston Rd | 1-way | all-way | Not met |
| Kleinburg Summit Way & Pierre Berton Blvd | 2-way | all-way | Not met |
| Kleinburg Summit Way & Lacrosse Trail | 2-way | all-way | Not met |
| Kleinburg Summit Way & McMichael Ave | 2-way | all-way | Not met |
| Kleinburg Summit Way & Ridgpoint Rd | 2-way | all-way | Not met |

The City's warrant analysis for all-way stop controls takes into consideration the minimum vehicular volumes required, accident hazards, and sight restrictions at the intersection. This warrant analysis is generally based on the thresholds established in Book 5 of the Ontario Traffic Manual. Based on the analysis, the warrant for all-way stop control is not met.

The Ontario Traffic Manual details inappropriate use of traffic control, stating that traffic control should not be used under the following conditions:

- Where the protection of pedestrians, school children in particular is a prime concern. This concern can usually be addressed by other means (such as pedestrian crossovers)
- As a speed control device
- As a means of deterring the movement of through traffic in a residential area

When assessing the application of traffic control in the Monarch Castepoint Kleinburg North subdivisions, the Ontario Traffic Manual clearly defines that the use of all-way stop control should not be used to address the concerns that have been expressed by residents, including pedestrian crossing safety, speed control, and/or traffic calming. The installation of all-way stop control when unwarranted may lead to driver violation and increased vehicle speeds due to the inconvenience all-way stop control introduces. Unwarranted all-way stop control may also provide pedestrians a false sense of safety.

It is the recommendation of Staff that all-way stop control not be implemented as recommended by the Ontario Traffic Manual. Instead, the use of pedestrian crossovers (PXOs) can be explored, per the Ontario Traffic Manual, which involve a varying degree of warning measures and indicators to both drivers and pedestrians to facilitate safe crossings. These measures can be tailored to the specific road conditions or area context, and vehicular volumes, should a PXO be warranted. The measures can include the appropriate signage and pavement markings, including advanced warning signage, and flashing beacons.

Traffic calming measures can be deployed on Kleinburg Summit Way which can encourage reduced vehicle speeds and provide safer pedestrian crossing options

Understanding that speeding concerns are present on Kleinburg Summit Way, traffic calming measures can be explored to encourage reduced vehicle speeds. The City's Neighbourhood Traffic Committee Policy and Procedure (Revised June, 2010) provides guidance on a range of traffic calming measures that can be deployed on roadways

such as Kleinburg Summit Way. Such traffic calming measures that are applicable to Kleinburg Summit Way include:

- Curb Extension / Road Narrowing
- Chicane
- Contrasting Materials
- Pavement Markings
- Warning Signage

Per the subdivision agreement section 21.2.31, “in the event that these traffic calming measures are found to be insufficient and/or ineffective by the City prior to the assumption of the municipal services on the Plan, then the Owner shall design and construct additional traffic calming measures and/or modify existing traffic calming measures to the satisfaction of the City”. As such, it is the responsibility of the Owner to explore and install satisfactory traffic calming measures to address speeding and pedestrian safety concerns. The City has met with the area residents on a number of occasions to explore the appropriate solutions. As a result, it is understood that the Owner has deployed radar speed signs, pavement markings, and signage on Kleinburg Summit Way. The City also installed pavement markings and signage on Kipling Avenue. The City can continue to work with the Owner in assessing the effectiveness of the traffic calming measures, in combination with other potential measures in calming traffic.

With regards to pedestrian crossing safety, other solutions can be explored that do not rely on all-way stop control. Per the recommendations of Ontario Traffic Manual Book 15: Pedestrian Crossing Facilities, a gradient of pedestrian crossover (PXO) facilities can be explored. The Ontario Traffic Manual provides warrant criteria and design recommendations for differing types of PXOs that respond to a range of factors, including traffic volumes, pedestrian volumes, roadway configuration and classification, speed limits, and other design elements.

Traffic volumes can continue to be monitored as the subdivisions near and reach full build-out

While the forecasts conducted in the updated TIS analyzed the subdivisions under full-occupancy, real-world conditions may differ from the forecasts to some extent. Therefore, updated all-way stop control warrant analyses could be conducted as the subdivisions continue to reach full occupancy. Should traffic volumes within the subdivisions exceed the forecasts performed in the updated TIS, and the all-way stop control warrant criteria be met, the City can consider the installation of all-way stop

control. In particular, the City can monitor the key intersections of Kleinburg Summit Way with McMichael Avenue and Pierre Berton Boulevard as these intersections provide access to the community from Kipling Avenue. At this time given the warrant criteria is not met under the forecasted full built-out of the subdivisions, it is recommended that other traffic calming measures and pedestrian crossing solutions be explored.

Traffic and pedestrian volumes may increase

While the intersections do not currently satisfy the warrant for all-way stop-control, traffic volumes may increase above the forecasted volumes, and pedestrian volumes are expected to increase due to on-going growth and development in the area, as well as due to the numerous parks and trail connections throughout the Block. Staff will continue to monitor traffic conditions at these intersections to determine when additional traffic controls are needed.

Financial Impact

There are no financial implications as a result of this report.

Broader Regional Impacts/Considerations

There are no broader regional impacts or considerations as a result of this report.

Conclusion

Traffic studies show that traffic volumes at the studied intersections do not yet meet the Provincial Warrant for all-way stop controls. Other traffic calming measures can be considered to calm traffic, as well as PXOs to be studied to provide safe pedestrian crossing opportunities. Staff recommends that these other measures be investigated.

For more information, please contact:

Frank Suppa, Director of Development Engineering

Samar Saadi Nejad, Manager of Transportation Engineering

Attachment

1. Location Map

Prepared by

Paul Grove, Transportation Demand Management (TDM) Coordinator, ext. 8857

In consultation with:

Margie Chung, Manager of Traffic Engineering, ext. 6173

James Steele, Director of Environmental Services, ext. 6116

Approved by

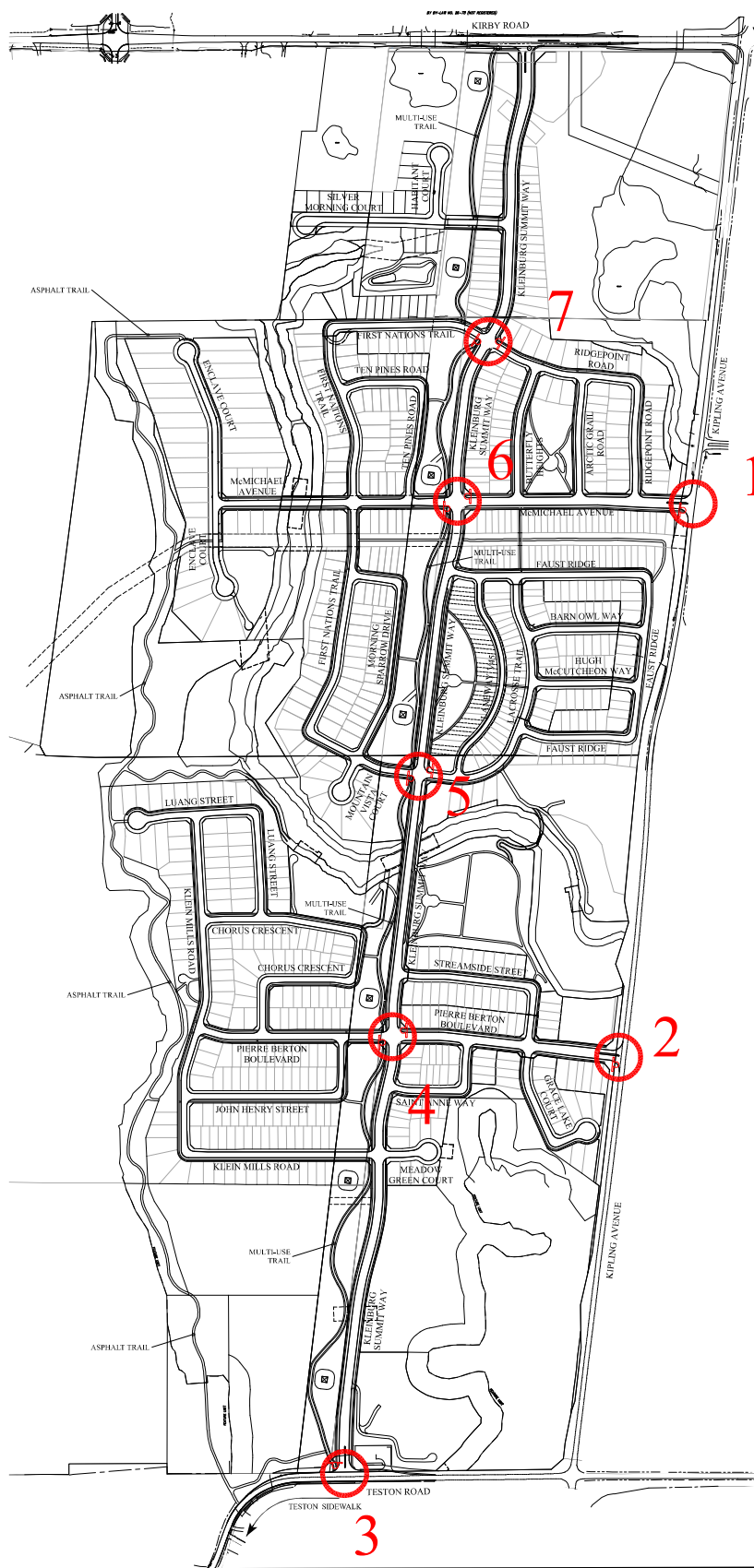


Frank Suppa, Director of Development Engineering

Reviewed by



Jim Harnum, City Manager



- 1: Kipling Ave./ McMichael Ave.
- 2: Kipling Ave./Pierre Berton Blvd.
- 3: Teston Rd/Kleinburg Summit Way.
- 4: Kleinburg Summit Way/Pierre Berton Blvd.
- 5: Kleinburg Summit Way/Lacrosse Trail.
- 6: Kleinburg Summit/McMichael Ave.
- 7: Kleinburg Summit/Ridgepoint Rd.

Committee of the Whole (2) Report

DATE: Tuesday, February 09, 2021

WARD(S): ALL

TITLE: ACTIVE TRANSPORTATION PROGRAMS – FIRST ANNUAL UPDATE

FROM:

Nick Spensieri, Deputy City Manager, Infrastructure Development

ACTION: FOR INFORMATION

Purpose

To highlight the significant 2020 contributions in advancing active transportation in the City of Vaughan under four key community priorities – Awareness and Culture, Safety, Infrastructure and Connectivity that emerged from the Pedestrian and Bicycle Master Plan update. This report is the first annual update since the completion of the study.

Report Highlights

- **Awareness and culture** are being fostered through ongoing education and outreach initiatives. In 2020, initiatives included seven public service announcements, ongoing outreach through social media, online webinars, as well as self-guided programming such as the Great Walks of Vaughan and Ride and Seek Scavenger Hunt.
- **Safety** is being prioritized through the implementation of physically separated infrastructure for all ages and abilities. The City's first retrofit bike paths on Clark Avenue were substantially completed in 2020, a project that received over \$2 million in Provincial and Regional funding.
- **Infrastructure** on both Local and Regional corridors is being advanced by leveraging larger capital and development projects as well as annual planning and implementation budgets.
- **Connectivity** is being prioritized through bold initiatives including the build out of a separated cycling network in the Vaughan Metropolitan Centre (VMC), the Vaughan Super Trail (VST) and the Thornhill Sustainable Neighborhood Action Plan (SNAP).

Recommendations

1. That this report be received for information.

Background

Active Transportation is closely aligned with many Strategic priorities as identified within the 2018-2022 Term of Council Service Excellence Strategic Plan

Vaughan's growing cycling and multi-use network aligns with the City's commitment to improve transportation and mobility, foster sustainable communities and create an active, safe and diverse city – all priorities outlined in the [2018-2022 Term of Council Service Excellence Strategic Plan](#).

Demand for safer active transportation infrastructure including separated pedestrian and cycling facilities and multi-use recreational trails has grown

In the last ten years, there has been a steady increase in societal and governmental interest, support and understanding of cycling and walking as a viable and healthy mode of transportation. Demand for safer active transportation infrastructure including separated pedestrian and cycling facilities and multi-use recreational trails has grown. As a result, there has been significant advancement in strategies, policies, legislation and guidelines for the planning, design, implementation, education, and operation of safer active transportation networks.

This report is the first annual update since the completion of the 2020 Pedestrian and Bicycle Master Plan study

The recently completed Pedestrian and Bicycle Master Plan update outlines a path forward that is flexible, medium-term and focused on the needs of the community. It reflects lessons learned from the last 10 years and better state of practice. The Plan formalized the on-going progress the City has made in making our community more walkable and bikeable.

To maintain momentum and flexibility, an update on key active transportation initiatives, accomplishments and any proposed amendments to the plan and program are being brought forward to Council through an annual update. This report is the first annual update since the completion of the Pedestrian and Bicycle Master Plan update.

The Official Plan Review, Vaughan Transportation Plan and ongoing secondary plan transportation studies will build on the recommendations of the Pedestrian and Bicycle Master Plan

The City is currently undertaking several key planning studies that will be informed by and build on the recommendations of the Pedestrian and Bicycle Master Plan pushing the City forward as a leader in advancing active transportation. These include but are not limited to:

- Vaughan Official Plan Municipal Comprehensive Review
- Vaughan Transportation Plan (City-wide)
- Promenade Secondary Plan and Transportation Study
- Concord GO Secondary Plan and Transportation Master Plan Study
- Weston and Secondary Plan and Transportation Master Plan Study
- Vaughan Metropolitan Centre Secondary Plan Update and Transportation Master Plan Study

The outcomes of the Pedestrian and Bicycle Master Plan will inform the ongoing studies, and vice versa, as policy updates and secondary plan networks emerge from these studies, the Pedestrian and Bicycle Master Plan will be updated accordingly by means of the Active Transportation Programs Annual Update report to Council.

Previous Reports/Authority

Pedestrian and Bicycle Master Plan Update – [December 10, 2019, Committee of the Whole \(2\) \(Item 10, Report No. 41, Recommendation 1, 2 and 3\)](#)

Pedestrian and Bicycle Master Plan Update Progress Report & Ontario Municipal Commuter Cycling Program Funding Update – [May 23, 2018, Committee of the Whole \(Item 9, Report No. 18, Recommendation 1 and 2\)](#)

2018 City-wide and Area Specific Development Charge Background Study and By-laws Review Highlight Report (Referred) – [May 7, 2018, Finance, Administration and Audit Committee \(Item 2, Report No. 5\)](#)

Vaughan Metropolitan Centre Cycling Network Proposed Revisions – [March 20, 2018, Committee of the Whole \(Item 7, Report No.10, Recommendation 1 and 2\)](#)

Cycling and Pedestrian Advisory Task Force Findings Report - [April 19, 2017, Finance, Administration and Audit Committee \(Item 8, Report No. 4, Recommendation 1\)](#)

Connecting the Dots: The Vaughan Super Trail – [April 19, 2017, Finance, Administration and Audit Committee \(Communication C2\)](#)

Analysis and Options

Community priorities are shifting gears and are at the core of the active transportation program

Awareness and Culture, Safety, Infrastructure and Connectivity emerged as community priorities in the recent Pedestrian and Bicycle Master Plan update. These priorities are at the core of the active transportation program, an organization-wide initiative championed by Mayor Maurizio Bevilacqua and members of Council and supported by staff under each portfolio. The following annual report aims to highlight the significant 2020 contributions in advancing active transportation under the four community priorities. This report is not intended to be a comprehensive list of all initiatives. Please see Attachment 1 for the 2020 Active Transportation Highlights and Accomplishments.

Awareness and culture within the organization and broader community are being fostered through ongoing education and outreach initiatives

Usually, staff from various departments collaborate with the Recreational Services Events team to utilize existing city-wide events to connect with citizens and deliver face-to-face education and outreach related to active transportation. However, with the onset of COVID-19 in March of 2020, all large-scale in-person events were temporarily put on hold and other methods of communication were expanded.

Throughout the year, Corporate and Strategic Communications in collaboration with its service partners released seven Public Service Announcements (PSAs) on Vaughan's growing cycling network, cycling facility types, as well as pedestrian, cycling, and school zone safety and etiquette. Citizen inquiries were used to focus key messaging. It is estimated that the City staff received approximately 30 percent more active transportation related inquiries compared to previous years. PSAs were complimented with ongoing social media outreach and used to promote Bike Month and iWALK Month, provide construction updates, as well as other initiatives. In addition, the www.vaughan.ca/cycling and www.vaughan.ca/trails main landing pages and secondary webpages were updated throughout the year to provide citizens with up-to-date information.

In July and August, Policy Planning and Environmental Sustainability staff partnered with Smart Commute and York Region to bring Vaughan citizens a five-part webinar series geared toward adjusting to the “new normal” way of life during the global COVID-19 pandemic. The webinars featured helpful information about staying active by walking, safe cycling tips, bike maintenance and a transportation-focused design challenge.

In addition, during Bike Month, the City of Vaughan partnered with Smart Commute and York Region to create a self-guided Ride & Seek Scavenger Hunt throughout Vaughan and the Region, where participants were encouraged to ride their bike to a list of landmarks and could snap and submit a photo for a chance to win prizes, courtesy of York Region. Landmarks in Vaughan included historic buildings, parks, trails and conservation areas, City facilities, the McMichael Canadian Art Collection and the Vaughan Metropolitan Centre subway station.

In November 2020, Community Services was recognized for the Great Walks of Vaughan, with the Parks and Recreation Ontario Award. The Great Walks of Vaughan is a multi-generational program that promotes physical activity, healthy living and wellness in the community with a guide that highlights 12 walks along 41.8 kms of local trails.

Finally, the City is continually recognized for its accomplishments towards advancing active transportation by being invited to present at provincially and nationally significant conferences. Parks Planning presented the Vaughan Super Trail 100-km Concept: Multi-use trail framework at the 2020 Ontario Bike Summit closing session: “Connecting the cycling network with trails.” In addition, Infrastructure Planning and Corporate Asset Management presented the consultation accomplishments and implementation framework that emerged through the City’s Pedestrian and Bicycle Master Plan study at the Virtual Ontario Traffic Council (OTC) Transportation Planning Symposium as well as at the Transportation Association of Canada (TAC) Conference in 2020.

Safety is being prioritized through the implementation of physically separated infrastructure for all ages and abilities as well as the evolution of policies and legislation to align with or exceed current best practices.

Through the Pedestrian and Bicycle Master Plan Update, the City adopted an all ages and abilities framework for the selection of cycling facilities adopted from the National Association of City Transportation Officials (NACTO) based on international best practice. The framework formalizes and allows the City to continue to select and design cycling facilities that are safer, more comfortable, and equitable for people of all ages and abilities. Lesser accommodation requires additional justification. Numerous projects with physically separated pedestrian and cycling facilities are underway at varying stages of design and construction.

Most notably, the City’s first retrofit project implementing cycle tracks on Clark Avenue was substantially completed in 2020 by Infrastructure Delivery. This project received over \$2 million in Provincial and Regional funding and has been selected as one of six finalists for the 2021 Transportation Association of Canada Sustainable Mobility Award. This project was the first of its kind for Vaughan and builds on the cycle tracks

constructed on Centre and Bathurst Streets as part of the VivaNext Bus Rapid Transit (BRT) project, opened in January 2020. The cycle tracks extend 4.5 km along the full length of Clark Avenue in Vaughan between the Barley Smith Greenway and Vaughan Super Trail easterly to Yonge Street and the future Yonge North Subway Extension.

The construction of Metrolinx Rutherford GO Station improvements and first phase of the Regional road widening project along Rutherford Road continued throughout 2020. Phase one will include a multi-use pathway between Westburne Drive and Peter Rupert Avenue and subsequent phases will expand on these facilities with in-boulevard separated cycling facilities adjacent to the sidewalk from Jane Street to Bathurst Street spanning a total of 6 km. The project also includes an active transportation bridge over the Rutherford Road underpass offering a key connection along the existing multi-use recreational trail within Block 18 and enhancing active transportation commuter network.

Other select Municipal, Regional and partner agency capital projects with physically separated pedestrian and cycling infrastructure, as well as open space multi-use recreational trails that reached significant milestones in 2020 include:

Construction completed:

- In-boulevard multi-use pathway
 - McNaughton Avenue, Major Mackenzie Drive and Keele Street
 - Islington Avenue, Arista Gate and Rutherford Road
- Active transportation crossing
 - Pedestrian Cross-over (Type B), Valley Vista Drive near Southdown Avenue
 - Underpass, Major Mackenzie Drive east of McNaughton Avenue West (York Region)

Construction initiated or continued:

- In-boulevard multi-use pathway
 - Major Mackenzie Drive, Pine Valley Drive to Highway 50 (York Region)
- Multi-use recreational trail
 - Within Doctors Mclean District Park, Islington to picnic shelter building
 - Enhancements between Kirby Road and Huntington Road in the Nashville Conservation Reserve by the Toronto and Region Conservation Authority (TRCA).

Design initiated or continued:

- Sidewalk and in-boulevard cycle tracks
 - Jane Street, Portage Parkway to Teston Road
 - Martin Grove Road, Steeles Avenue to Rainbow Creek Park
 - Weston Road, Major Mackenzie Drive to Teston Road

- Major Mackenzie Drive, Jane Street to Keele Street (York Region)
- In-boulevard multi-use pathway
 - Keele Street, Teston Road to Kirby Road
 - Courtland Avenue, Jane Street to Edgeley Boulevard
 - Huntington Road, Langstaff Road to Nashville Road
 - Major Mackenzie Drive, Highway 400 SB ramps to Jane Street (York Region)
 - Teston Road, Pine Valley Drive to Weston Road (York Region)
- Active transportation crossing
 - Trail underpass, Teston Road at Purple Valley (York Region)
 - Bridge, Major Mackenzie Drive adjacent to GO Rail (in partnership with Metrolinx)
 - Bartley Smith Greenway Trail underpass at Langstaff Park (in partnership with Metrolinx)

Ongoing Environmental Assessment (EA) Studies:

- Bass Pro Mills Drive Extension, Highway 400 to Weston Road
- Kirby Road Widening, Jane Street to Dufferin Street
- Teston Road, Kleinburg Summit Way to 250 metres west of Pine Valley Drive
- Interchange Way Extension, Commerce Street to Creditstone Road
- Millway Avenue Extension, Highway 7 to Interchange Way
- New Collector Street, Highway 7 to Ortona Court
- Langstaff Road, Weston Rd to Highway 7 (York Region)
- Teston Road, Highway 400 to Bathurst Street (York Region)

The above lists only represent select Municipal, Regional and partner agency capital projects that reached significant milestones. There are other projects that have contributed to the build out of the City's active transportation networks as well as even more projects that have been advanced through development.

In 2020, the Office of the Chief Human Resources Officer completed the City of Vaughan Inclusive Design Guidelines. The City of Vaughan intends to be a leader in developing accessible environments for all, embracing the principles of "universal design". This document demonstrates this leadership as it goes beyond legislative requirements under the Accessibility for Ontarians with Disabilities Act (AODA) and the Ontario Building Code (OBC).

With the safety of children going to school continually a top priority, Transportation and Fleet Management Services completed a review of the School Crossing Guard Program (SCGP) last year that resulted in three key updates. Primary updates included aligning warrant and implementation policies with the 2017 Ontario Traffic Council (OTC) School Crossing Guard Guide, establishing consistent administration procedures, as well as

expanding education, outreach, and communication around the program. This program is vital in providing assistance to elementary school families when crossing roads on their way to and from school in support of the Active School Travel Program.

With the impending deregulation of e-bikes at the Federal Level, Infrastructure Planning and Corporate Asset Management and By-law and Compliance have been consulting with the Ministry of Transportation Ontario (MTO) on a new provincial e-bike legislation and monitoring potential impacts to municipal regulations.

Infrastructure on both Municipal and Regional corridors is being advanced by leveraging larger capital and development projects as well as annual planning and implementation budgets

Identifying and leveraging comprehensive capital projects and urban grown developments to improve active transportation infrastructure, also known as routine accommodation, is the most cost-effective way to implement or enhance the pedestrian, cycling and multi-use recreational trail networks. As detailed above, the City and the Region have advanced construction of active transportation infrastructure through various ongoing capital projects in 2020.

Although routine accommodation provides good value for money and has served well in advancing active transportation infrastructure in the City, as a sole strategy it often does not result in a cohesive network of facilities in a timely manner. Annual active transportation planning and implementation programs have been established to establish flexibility in response to active transportation needs and gaps within the pedestrian, cycling and multi-use recreational trails networks. Gaps along key corridors with no upcoming routine accommodation opportunities have been identified, prioritized and incorporated into the active transportation planning and implementation programs and are being reviewed and confirmed through the annual budget approval process.

Through the review and approval of development applications, the City continues to secure pedestrian, cycling and multi-use recreational trails infrastructure. The development community has demonstrated an understanding and appreciation of the importance of providing this infrastructure, contributing to the City's objective of encouraging sustainable travel and celebrating natural areas. For example, staff have been able to advance pedestrian and cycling infrastructure through development as identified in the Concord GO and Vaughan Mills Secondary Plans and supporting transportation studies. In addition, the multi-use recreational trail network has been advanced within the hydro corridor adjacent to Kleinburg Summit Way in Block 55 including a small section of the Trans Canada Pipeline corridor and the edge of the valley within buffer blocks as well as along each side of the existing CP Railway corridor, within the Block 61 East and West development area.

Staff continue to request and secure bicycle parking as part of site development through the development application process. For all multi-unit residential projects across the City, City staff have requested bicycle parking rates consistent with Section 3.8.2 of Zoning By-law 1-88. The development community continues to comply with these requests by staff, understanding the importance of encouraging cycling and travel by more sustainable modes of transportation.

Staff have been intensely working through the Comprehensive Zoning By-Law Review. The Comprehensive Zoning By-Law will be a critical step to ensuring cycling opportunities are provided through development, with a key change involving long-term and short-term bicycle parking being required City-wide. The bicycle parking requirements are expected to stipulate a gradient of rates for both residential and non-residential uses. Minimum bicycle parking requirements will be greatest in the VMC and Mixed-use Areas, with less intensive requirements for all other areas of the City.

Connectivity is being prioritized through bold initiatives such as the Vaughan Super Trail, the emerging Vaughan Metropolitan Centre Cycling Network, and Thornhill Sustainable Neighbourhood Action Plan

The planned Vaughan Super Trail is a 100-km city-wide loop system of which 40 per cent of the trail already exists. The initiative strives to contribute to the ongoing development of an integrated, accessible and sustainable city, placing Vaughan at the forefront in offering residents an enhanced quality of life and visitor experiences. In 2020, staff advanced a number of planning, design and development initiatives that contribute to the overall vision, including completing the seven-km Humber Trail draft feasibility study, initiating a feasibility study for a three-km gap along the Bartley Smith Greenway and putting forward a 2021 capital budget item to develop a wayfinding and signage strategy for the Vaughan Super Trail. In 2020, York Region initiated the South York Greenway Cycling and Pedestrian Corridor feasibility study in partnership with the Cities of Vaughan, Richmond Hill and Markham. The South York Greenway concept spans approximately 40 kms, within the vicinity of the Highway 407 corridor, from the western limit of Vaughan to the eastern limit of Markham. The Vaughan segment envisioned will span approximately 23 kms and form the southern boundary of the Vaughan Super Trail with the initial Phase 1 section being from Jane Street to Yonge Street.

The separated cycling network in the City's emerging downtown is quickly being realized through the ongoing collaboration between the Vaughan Metropolitan Centre (VMC) Program team, internal stakeholders and development community. Most of the north-west quadrant has been designed or implemented in ultimate or interim form

alongside ongoing development. The following active transportation infrastructure advancements were made within the VMC in 2020:

- Sidewalk and in-boulevard cycle tracks
 - Portage Parkway east of Jane Street constructed as part of the MET development
 - Portage Parkway, Applewood Crescent and Jane Street detailed design
 - Interchange Way detailed design as part of Block 2 (Mobilio), Block 3 (Festival) and Icona developments
 - Jane Street, Highway 7 to Portage Parkway detailed design:
 - west boulevard being designed as part of development applications East Block North (Transit City 4 & 5 and rental tower), East Block South and Metrus
 - east boulevard as part of Edgeley Pond and Park Phase 1
- East-west pedestrian mews, linear park and mid-block crossing in Block 2 (Mobilio development) currently under construction
- Multi-use pathway on the west side of Maplecrete Road designed as part of Expo 5 (CG Tower development)
- Multi-use recreational trails network integrated with stormwater management infrastructure within an environmental open space is being designed as part of Edgeley Pond and Park Phase 1 (90% Detailed Design was completed)
- Short and long-term bike parking as part of all development applications in accordance with Section 3.8.2 of Zoning By-law 1-88

In addition to advancing infrastructure, three important studies were initiated that will further refine the City's plans for active transportation within its emerging downtown – the VMC Secondary Plan Update, the VMC Transportation Master Plan in support of the VMC Secondary Plan Update as well as the VMC Parks and Wayfinding Master Plan.

The Toronto and Region Conservation Authority (TRCA) in partnership with the City of Vaughan is undertaking a Sustainable Neighbourhood Action Program (SNAP) in Thornhill. The goal of SNAP is to make older neighbourhoods more sustainable by accelerating the implementation of environmental improvements and urban renewal at the neighborhood scale. SNAP takes an integrated approach to overcome urban challenges and address a broad range of sustainability objectives with locally tailored solutions. The Thornhill SNAP encompasses the integrated project idea Connected People, Places and Ecosystems, which includes a Complete Streets Signature Project. City and TRCA staff hosted a virtual workshop in July 2020 to bring the community and partners together to co-develop a shared vision for complete streets within the neighbourhood, focusing on Atkinson Avenue, Hilda Avenue and Centre Street. These streets were chosen based on community feedback and alignment with the Pedestrian

and Bicycle Master Plan study to develop neighbourhood level active transportation networks. The outcomes of the workshop are being integrated into the broader action planning process to create the Thornhill SNAP Action Plan.

The City's operations and maintenance practices for active transportation require compliance with provincial minimum maintenance standards

Public Works has commissioned a City-wide service level review, which will include recommendations for municipal sidewalks, multi-use pathways and cycling facilities. Service level recommendations are expected to be submitted to Council for approval this calendar year and will be timely for upcoming stand-alone cycling facilities, which do not have approved service levels at this time. Currently, active transportation assets are operated and maintained within provincial minimum maintenance standard O. Reg. 366/18.

In addition to active transportation within municipal road allowances and lands, the City is responsible for the operations and maintenance of all sidewalks within the Regional road allowances, as mandated by Section 55(1) of the Municipal Act. Traditionally, cycling facilities within Regional road allowances have been implemented on the road and therefore operations and maintenance was undertaken by York Region in conjunction with Regional road maintenance. However, in recent years, there has been a steady increase in societal and governmental interest, support and understanding of cycling and walking as a viable and healthy mode of transportation. Demand for safer cycling facilities has grown and best practices have evolved to providing separated facilities for all ages and abilities. Steadily, more cycling facilities are being designed and implemented in the boulevard adjacent to the sidewalk (e.g. Phases 2 and 3 of Rutherford Road widening) or adjacent to the curb (e.g. Centre and Bathurst Streets cycle tracks as part of the VivaNext BRT project). With no guidance provided within the Municipal Act, formal operations and maintenance practices for cycling facilities within Regional boulevards are under review and require further discussion with York Region.

Infrastructure Planning and Corporate Asset Management is in the process of renewing existing Asset Management Plans to ensure the City's Asset Management Plans for "core assets" meet the requirements established by O.Reg.588/17 and are publicly available on the City's website by July 1, 2021. Though active transportation is not identified as a "core asset" as defined by O. Reg. 588/17, with the City's growing network of active transportation facilities, the Asset Management Plan for municipal sidewalks and cycling facilities is being advanced for intended completion later into 2021. Operating and maintaining the active transportation network will require a service

level and financial commitment from the City that will be embedded into the asset management plans.

Financial Impact

There are no financial impacts as a result of this report.

All active transportation projects, programs, staffing requests, and operational funding items are brought forward through the annual budget approval process.

There have been a number of changes made to the Planning Act, initiated with Bill 108, the More Homes, More Choice Act, 2019, which received Royal Assent on June 6, 2019. However, the original amendments proposed through Bill 108 were substantially amended through Bill 138, the Plan to Build Ontario Together Act, 2019 and Bill 197, the COVID-19 Economic Recovery Act, 2020. These provincial changes to the Planning Act create substantive changes to the policy and regulatory regime for parkland dedication process (Sections 42 and 51), Development Charges (DCs) and the collection of community benefits (Section 37). The new Community Benefits Charge (CBC) will replace existing density and height bonusing (Section 37 of the Planning Act). These changes may impact the City of Vaughan's ability to implement City-wide and local multi-use recreational trails network including the Vaughan Super Trail.

Staff continue to utilize grant opportunities and partnerships with upper tier governments to fund the construction of active transportation projects. Through the 2017-2018 Ontario Municipal Commuter Cycling (OMCC) Funding Program the City received \$908,000 for the implementation of Clark Avenue Cycle Tracks and \$7,500 for safe cycling public education. The City also received \$250,000 from York Region's 2019 Pedestrian and Cycling Municipal Partnership Program for the McNaughton Road East Active Transportation Facility capital project as well as \$1,138, 287 which included a combination of 80% the Region's OMCC funding and 20% Regional contribution through the Pedestrian and Cycling Municipal Partnership Program. The impact of the grant opportunities and partnerships will be the requirement for agreements for the operations and maintenance of the active transportation projects.

Broader Regional Impacts/Considerations

Staff continually work with York Region staff on the design and implementation of Regional road widening projects throughout the City. As part of this continual process, the coordination of efforts on the design of pedestrian and cycling infrastructure and grade-separated multi-use recreational crossings have led to real successes throughout the City of Vaughan. Recent examples include the emergency culvert replacement east of McNaughton Road on Major Mackenzie, the widening of Major Mackenzie between

Jane Street and Highway 50 and the upcoming road widenings along Rutherford Road between Jane Street and Bathurst Street.

Formal operations and maintenance practices for cycling facilities within Regional boulevards are under review and require further discussion with York Region as this will impact the operating budget of the City.

Conclusion

The support generated through the Pedestrian and Bicycle Master Plan study process, and recent delivery of state-of-the-art infrastructure, is crystallizing the vision for vibrant, walkable and bikeable neighbourhoods in Vaughan. The City is well underway in advancing active transportation as part of the City's commitment to improve transportation and mobility, foster sustainable communities and create an active, safe and diverse city – all priorities outlined in the [2018-2022 Term of Council Service Excellence Strategic Plan](#).

For more information, please contact Vince Musacchio, Director of Infrastructure Planning and Corporate Asset Management, x8311

Attachment

1. 2020 Active Transportation Highlights and Accomplishments.

Prepared by

Dorothy Kowpak, Active and Sustainable Transportation Project Manager, x8812
Selma Hubjer, Manager, Transportation Planning and Engineering, x8674

In Consultation With

This report was prepared in consultation with the following departments that have significantly contributed to the active transportation program:

- Parks Infrastructure Planning and Development
- Infrastructure Delivery
- Transportation and Fleet Management Services
- Parks, Forestry and Horticulture Operations
- Policy Planning and Environmental Sustainability
- Development Planning
- Vaughan Metropolitan Centre (VMC) Program
- Development Engineering
- Recreation Services

- Office of the Chief Human Resources Officer
- Corporate and Strategic Communications

Approved by

A handwritten signature in black ink, appearing to read 'Nick Spensieri', with a long horizontal line extending to the right.

Nick Spensieri, Deputy City
Manager, Infrastructure
Development

Reviewed by

A handwritten signature in black ink, appearing to read 'Jim Harnum', with a long horizontal line extending to the right.

Jim Harnum, City Manager

2020 Active Transportation Highlights and Accomplishments

Vaughan's growing cycling and multi-use network aligns with the City's commitment to improve transportation and mobility, foster sustainable communities and create an active, safe and diverse city as outlined in the 2018-2022 Term of Council Service Excellence Strategic Plan.

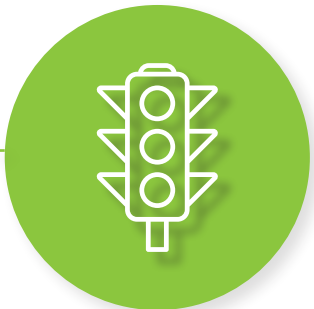
“Community priorities are shifting gears.”

Highlights and Accomplishments Through the Four Priorities of the Pedestrian and Bicycle Master Plan in 2020



Awareness and Culture

1. Released seven Public Service Announcements
2. Responded to a 30 per cent increase in resident inquiries
3. Increased social media messaging and website updates
4. Received the Parks and Recreation Ontario Award for the Great Walks of Vaughan
5. Partnered with Smart Commute and York Region on six outreach initiatives



Safety

1. Constructed the City's first retrofit in-boulevard cycle tracks on Clark Avenue
2. Adopted an all ages and abilities framework for cycling facilities
3. Advanced updates to the City-wide Engineering Design Standards
4. Assessed separated active transportation in five City-led Environmental Assessment studies
5. Completed the Inclusive Design Guidelines
6. Updated the School Crossing Guard Program
7. Engaged on new provincial e-bike legislation



Infrastructure

1. Advanced construction of active transportation infrastructure as part of 16 ongoing capital projects
2. Continued to secure active transportation through development applications
3. Initiated the design of seven new stand-alone active transportation projects
4. Included city-wide bicycle parking in the Comprehensive Zoning By-Law review



Connectivity

1. Advanced the Vaughan Metropolitan Centre (VMC) Separated Cycling Network through seven developments
2. Advanced the design of the VMC multi-use recreational trails network
3. Advanced five key initiatives related to the Vaughan Super Trail
4. York Region initiated the South York Greenway feasibility study
5. Advanced the Active Transportation Plan within the Sustainable Neighbourhood Action Plan (SNAP)
6. Advanced the Active Transportation Policy and planning for the Vaughan Transportation Plan, four ongoing secondary plans and the Official Plan Review



City of Vaughan
Infrastructure Development
2141 Major Mackenzie Dr.
Vaughan, ON, Canada
L6A 1T1
905-832-2281
vaughan.ca/cycling
vaughan.ca/trails

Committee of the Whole (2) Report

DATE: Tuesday, February 9, 2021

WARD(S): ALL

TITLE: VAUGHAN PUBLIC LIBRARY BOARD – REQUEST TO FILL
VACANCIES

FROM:

Wendy Law, Deputy City Manager, Administrative Services and City Solicitor

ACTION: DECISION

Purpose

To inform Council of the resignation of two (2) Vaughan Public Library Board Members and request direction to fill the vacancies.

Report Highlights

- Member Bruno Riga resigned from the Vaughan Public Library Board and Member Maya Goldenberg declined to accept the appointment prior to the Board's first meeting, resulting in two (2) vacancies.
- Staff recommends that the vacancies be filled by candidates from the applications previously received in the recruitment.
- The applications have been provided in Confidential Attachment 2.

Recommendations

1. That the resignations of Bruno Riga and Maya Goldenberg be received; and
2. That the vacancies on the Vaughan Public Library Board be filled with two candidates from the applications received in the previous recruitment provided in Confidential Attachment 2.

Background

Sub-section 9.1 of the *Public Libraries Act* provides for a public library board to be composed of at least five members appointed by the Municipal Council. The number of Council members appointed to a board is provided for under Sub-section 10 (2) as follows:

Sub-section 10 (2) – The appointing council shall not appoint more of its own members to a board than the number that is,

(a) In the case of a public library board or union board, one less than a majority of the board.

A Board member is required to hold office for a term concurrent with the term of Council, or until a successor is appointed and may be reappointed for one or more further terms. It should be noted that pursuant to the *Act*, appointees to the board are required to be Canadian citizens, at least eighteen years of age, a resident of the municipality and cannot be employed by the board or by the municipality.

The Board is responsible for the provision of library services by the establishment, maintenance and support of libraries and determination of library policies. There is no remuneration, however, members are entitled to certain allowable expenses.

For the 2018-2022 term of office, 4 Members of Council and 15 citizen members were appointed by Council on January 29, 2019.

Previous Reports/Authority

[Council Resolution, Item 7, Report. No. 4 of the Committee of the Whole, adopted by Council on January 29, 2019.](#)

Analysis and Options

At its meeting of December 17, 2020, the Vaughan Public Library Board approved the following resolution:

THAT the Board receive and accept the notification of resignation of Bruno Riga from his position as a trustee of the Vaughan Public Library Board,

AND THAT the Board notify the City of Vaughan Council about the vacancy,

AND THAT the Board request that the vacant trustee positions of Bruno Riga and Maya Goldenberg be replaced for the balance of the current term.

A notification was sent to Mayor and Members of Council via the Office of the City Clerk (Attachment 1). Staff recommends that the vacancies be filled by candidates from the applications previously received in the recruitment. Confidential Attachment 2 containing applications from the previous recruitment has been provided for the Council's consideration.

Financial Impact

There is no financial impact associated with this report.

Broader Regional Impacts/Considerations

There are no regional impacts.

Conclusion

As requested by the Vaughan Public Library Board, staff is recommending that Council consider the applications received from the previous recruitment to fill the two (2) vacancies.

For more information, please contact Todd Coles, City Clerk, Extension 8281

Attachments

1. Letter from Margie Singleton, Chief Executive Officer, Vaughan Public Libraries.
2. Confidential Attachment (Mayor and Members of Council Only).

Prepared by

Isabel Leung, Deputy City Clerk and Manager, Administrative Services, extension 8190

Approved by



Wendy Law
Deputy City Manager
Administrative Service & City Solicitor

Reviewed by



Jim Harnum, City Manager

January 6, 2021

His Worship Mayor Maurizio Bevilacqua
and Members of Council
City of Vaughan
2141 Major MacKenzie Drive
Vaughan, ON L6A 1T1

Dear Mayor and Members of Council:

This is to advise that Bruno Riga has submitted a letter of resignation effective November 13, 2020 from his appointed position as a Trustee of the Vaughan Public Library Board for the term 2019 – 2022.

Following discussion at the next Library Board meeting held on December 17, 2020, it was noted that at the start of the term of the current Board, that Maya Goldenberg had been appointed as a Trustee but declined to accept the appointment prior to the first meeting. The resulting vacancy at that time was not filled with a new appointment by Council.

At its meeting of December 17, 2020, the Vaughan Public Library Board approved the following resolution:

MOTION: **THAT the Board receive and accept the notification of resignation of Bruno Riga from his position as a trustee of the Vaughan Public Library Board,**

AND THAT the Board notify the City of Vaughan Council about the vacancy,

AND THAT the Board request that the vacant trustee positions of Bruno Riga and Maya Goldenberg be replaced for the balance of the current term.

MOVED BY: **D. Da Ros-Presutti**

SECONDED BY: **M. Ferri**

MOTION CARRIED.

Sincerely,



Margie Singleton
Chief Executive Officer

cc: Jim Harnum, City Manager, City of Vaughan
 Todd Coles, City Clerk, City of Vaughan

Committee of the Whole (2) Report

DATE: Tuesday, February 9, 2021

WARD(S): ALL

TITLE: PROCLAMATION REQUEST
PARENTAL ALIENATION AWARENESS DAY
AND BUBBLES OF LOVE DAY

FROM:

Wendy Law, Deputy City Manager, Administrative Services and City Solicitor

ACTION: DECISION

Purpose

To seek Council approval for a proclamation request for Parental Alienation Awareness Day and Bubbles of Love Day.

Report Highlights

- Respond to the request from Against Parental Alienation of Canada Organization (APACO).
- Proclamation request for April 25, 2021.

Recommendations

1. That April 25, 2021 be proclaimed as “Parental Alienation Awareness Day and Bubbles of Love Day”.
2. That the proclamation be posted on the City’s website and that the Corporate and Strategic Communications Department be directed to promote the above noted proclamation through the various corporate channels.

Background

Correspondence was received from Against Parental Alienation of Canada Organization requesting a proclamation.

Against Parental Alienation Day and Bubbles of Love Day provide an opportunity to share the message that children need to and should be allowed to give and receive the

love of both of their parents and extended families. People are encouraged to blow bubbles at 12:00 noon on April 25, as a fun and positive way to participate in sharing the message that 'love is the answer' for all children.

If approved, the City of Vaughan would be participating alongside other municipalities in recognizing the importance of this day.

Previous Reports/Authority

Not Applicable.

Analysis and Options

The proclamation request meets the requirements of the City's Proclamation Policy 03.C.10, as follows:

- 2.1. For the purposes of section 2, a proclamation may be issued for:
 - 2.1.1. Public awareness campaigns

Financial Impact

Not Applicable.

Broader Regional Impacts/Considerations

Not Applicable.

Conclusion

Staff is recommending that April 25, 2021 be proclaimed as Parental Alienation Awareness Day and Bubbles of Love Day; that the proclamation be posted on the City's website, and that the Corporate and Strategic Communications Department be directed to promote the proclamation through the various corporate channels.

For more information, please contact Todd Coles, City Clerk, ext. 8281.

Attachments

1. Correspondence from Representative of Against Parental Alienation Canada Organization.
2. Bubbles of Love Day Flyer.

Prepared by

Shari Gouzvaris, Supervisor, City Clerk's Administrative Services, ext. 8280

Approved by



Wendy Law
Deputy City Manager
Administrative Services & City Solicitor

Reviewed by



Jim Harnum, City Manager

From: Monika Batta <lifecoachchildren@gmail.com>
Sent: Wednesday, December 16, 2020 1:54 PM
To: Bevilacqua, Maurizio <Maurizio.Bevilacqua@vaughan.ca>
Subject: [External] Proclamation Request

Attachment - 1

Dear Mayor Maurizio Bevilacqua,

I hope this finds you having a wonderful day! April 25, 2021 is the 11th annual international Parental Alienation Awareness Day and Bubbles of LOVE Day. This day is celebrated around the globe to spread the simple message that children need to and should be allowed to give and receive the LOVE of both of their parents and extended families. On April 25th at 12:00 noon, people all around the globe will blow bubbles for 10 minutes to spread this simple yet important message that "Love is the answer" for all children. It is a fun and positive way that all ages can enjoy and participate in sharing this message. Mayors all over the country are proclaiming April 25, 2021 as "Parental Alienation Awareness Day." Including New Tecumseth and Barmpton along with many. Bubbles of LOVE Day is great for communities and receives positive attention as mayors, city council members, educators and business leaders usually participate in the event by blowing bubbles. After all, everyone can agree that "Love is the answer" and everyone has fun blowing bubbles! The fun and simplicity of the event is what makes it wonderful for people of all ages and every community around the globe! Mayor Maurizio Bevilacqua, will you please sign a proclamation declaring April 25th "Parental Alienation Awareness and Bubbles of LOVE Day" in City of Vaughan ? I sincerely hope you will say YES!

I look forward to hearing from you. I have attached a proclamation and a flyer for your review. Many mayors like to read and present the proclamation in a city council meeting which is fantastic for the community. Some mayors ask that I pick up the proclamation at their office. Whatever you prefer is much appreciated but I do hope to thank you in person and to take a photo if possible. Please don't hesitate to contact me. I can be reached at 647-227-0777 or via email. I would be glad to speak with you or meet with you anytime if you would like. Most Sincerely, Monika Batta 647-227-0777 lifecoachchildren@gmail.com ; Against Parental Alienation Canada Organization.

Attached:

PROCLAMATION

PARENTAL ALIENATION AWARENESS DAY & BUBBLES OF LOVE DAY

WHEREAS, Parental Alienation deprives children of their right to love and be loved by their whole family and it is very damaging to children;

WHEREAS, behaviors such as speaking negatively about a parent to, or in front of, a child can destroy the bond between a loving parent and child;

WHEREAS, awareness to this issue creates education and understanding to better the lives of the children in our community;

WHEREAS, April is National Child Abuse Prevention Month and Parental Alienation is considered a form of child psychological abuse;

WHEREAS, this year is the 11th annual Parental Alienation Awareness Day and the caring citizens of our community will gather together and join others around the world to blow Bubbles of Love to symbolize that "As bubbles flow freely, so should the natural love that a child has for both parents and both sides of their family;"

NOW THEREFORE I, Maurizio Bevilacqua Mayor of City of Vaughan for the sake of the precious children of our community and the world, DO HEREBY PROCLAIM APRIL 25, 2021 as "Parental Alienation Awareness Day and Bubbles of Love Day" in City of Vaughan, Ontario



Blow some bubbles for **Love** on April 25!

Stop what you are doing at **NOON** and blow
soap bubbles in/outside for **10 minutes**,
and watch the love grow!

Let's have some fun and
raise those bubbles high
to show your love for all the
children around
the globe.



Sponsored by PAAO for PAAD and all Children

For more information
please visit
www.BubblesofLoveDay.com



MEMBER'S RESOLUTION

| | |
|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Date: | FEBRUARY 9, 2021 – COMMITTEE OF THE WHOLE |
| Title: | CITY OF VAUGHAN MAYOR'S GALA AND MAYOR MAURIZIO BEVILACQUA CHARITY GOLF CLASSIC – RECIPIENT ORGANIZATIONS FROM NOVEMBER 1, 2020 TO FEBRUARY 9, 2021 |
| Submitted by: | Hon. Maurizio Bevilacqua, P.C., Mayor |

Whereas, the City of Vaughan is committed to fostering an inclusive society; and

Whereas, the May 3, 2011 Council resolution authorized that recipients include, but not be limited to:

- Vaughan Based Charities;
- Not-for-profit Organizations; and
- Community Groups; and

Whereas, the use of the net proceeds was communicated to the public through the Mayor's Gala and the Mayor's Charity Golf Classic material, Council reports and media articles; and

Whereas, the recipient organizations have been identified based on recommendations from Members of Council, community leaders and organization/community requests; and

It is therefore recommended that Council receive the attached list of recipient organizations that have received, for the period from November 1, 2020 to February 9, 2021, net proceeds from the City of Vaughan Mayor's Gala and the Mayor's Charity Golf Classic.

Respectfully submitted,

Hon. Maurizio Bevilacqua, P.C.
Mayor

Attachment

1. City of Vaughan Mayor's Gala and Mayor Maurizio Bevilacqua Charity Golf Classic Recipient Organizations from November 1, 2020 to February 9, 2021

| Organizations from November 1, 2020 to February 9, 2021 | Amount (\$) |
|----------------------------------------------------------------|--------------------|
| Caritas School of Life | 5,000.00 |
| CHATS - Community & Home Assistance to Seniors | 5,000.00 |
| Gianluca's Gift | 2,500.00 |
| Girls United Foundation | 1,000.00 |
| Hats on for Awareness | 2,500.00 |
| Human Endeavour | 10,000.00 |
| Marco's Way Tribute Fund | 1,000.00 |
| Nanny Angel Network Inc. | 2,500.00 |
| Sarcoma Cancer Foundation of Canada | 2,500.00 |
| Save the Mothers | 5,000.00 |
| Woodbridge Agricultural Society | 2,500.00 |
| York Region Environmental Alliance | 2,500.00 |

**CITY OF VAUGHAN
REPORT NO. 1 OF THE
OLDER ADULT TASK FORCE**

***For consideration by the Committee of the Whole
of the City of Vaughan
on February 9, 2021***

The Older Adult Task Force met at 3:18 p.m., on January 18, 2021.

ELECTRONIC PARTICIPATION

Present:

Members

Regional Councillor Mario Ferri, Chair
Gerry O'Connor, Vice Chair
Bernard Lo
Darlene Share
Jitu Pancholi
Regional Councillor Gino Rosati

**York Region
Representative**

Janet Rurak, Program Manager, York Region Seniors Strategy

Staff

Robert Braid, Recreation Manager, Community Services
Margie Chung, Manager, Transportation Engineering
Selma Hubjer, Manager, Transportation Planning
Lisa McDonough, Deputy CEO, Customer Experience, VPL
John Britto, Council / Committee Administrator

The following item was dealt with:

1. VAUGHAN'S AGE-FRIENDLY ACTION PLAN STUDY

The Older Adult Task Force advises Council:

- 1. That the presentation by the Recreation Manager, Community Centres and C1, presentation material titled "*Age Friendly Community Action Plan Update*" was received.**
-

The meeting adjourned at 4:15 p.m.

Respectfully submitted,

Regional Councillor Mario Ferri, Chair

**CITY OF VAUGHAN
REPORT NO. 1 OF THE
DIVERSITY AND INCLUSION TASK FORCE**

*For consideration by the Committee of the Whole
of the City of Vaughan
on February 9, 2021*

The Diversity and Inclusion Task Force met at 6:35 p.m., on January 21, 2021.

ELECTRONIC PARTICIPATION

Present:

Council Members Councillor. Tony Carella, Chair
Councillor Alan Shefman, Vice Chair

Citizen Members Alan Au-Yeung
Aysha Anwar
Barrie Goodman
Darnell Thomas
Drupati Maharaj
Hannah Godefa (7:10 p.m.)
Jennifer Solmes
Jumol Royes
Karen Feder
Khizer Amin
Kulvir Singh Deol
Maria Capulong
Miriam Paz Maor
Nagina Shahsamand (6:58 p.m.)
Parag Tandon
Suhayb Shah

Staff Members Christine Gianino, Acting Chief Human Resources Officer
Lisa McDonough, Dy. CEO, Customer Experience, VPL
Michael Genova, Director, Corporate and Strategic Communications
Robert Orrico, Manager, Occupational Health, Safety and Wellness
Meghan Ferguson, Legal Counsel, Labour & Employment
Michelle DeBuono, Senior Advisor, Intergovernmental Relations
Warren Rupnarain, Accessibility & Diversity Coordinator
Cassandra Cleveland, Coordinator, Communications and Administration
John Britto, Council/Committee Administrator

**REPORT NO. 1 OF THE DIVERSITY AND INCLUSION TASK FORCE
FOR CONSIDERATION BY THE COMMITTEE OF THE WHOLE, FEBRUARY 9, 2021**

The following items were dealt with:

1. CITY OF VAUGHAN RECRUITMENT POLICIES AND PROCEDURES

The Diversity and Inclusion Task Force advises Council:

1. That the presentation by the Acting Chief Human Resources Officer and the Accessibility and Diversity Coordinator, and C3, presentation material titled “*City of Vaughan Recruitment Process*”, was received; and
2. That the following Communications were received:
 - C1. Human Resources Recruitment Policy No. HR – 021; and
 - C2. Human Resources Recruitment & Selection Guidelines.

2. DIVERSITY DATA COLLECTION

The Diversity and Inclusion Task Force advises Council:

1. That the presentation by Ashley Hemsworth, Senior Advisor, Talent Strategies, BMO Financial Group, was received.

3. RELUCTANCE OF CANADIAN BUSINESSES TO COLLECT RACE-BASED DATA

The Diversity and Inclusion Task Force advises Council that material on the subject matter, circulated along with the agenda, was received.

4. THE QUESTION OF THE RAINBOW RESUME

The Diversity and Inclusion Task Force advises Council that material on the subject matter, circulated along with the agenda, was received.

5. TERRITORIAL LAND ACKNOWLEDGEMENT

The Diversity and Inclusion Task Force advises Council:

- 1) That material on the subject matter, circulated along with the agenda, was received; and
- 2) That the Task Force members agreed to recite the Territorial Land Acknowledgement at the beginning of each meeting, on a rotation.

The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Councillor Tony Carella, Chair

**CITY OF VAUGHAN
REPORT NO. 1 OF THE
AUDIT COMMITTEE**

***For consideration by the Committee of the Whole
of the City of Vaughan
on February 9, 2021***

The Audit Committee met at 10:01 a.m., on January 25, 2021.

ELECTRONIC PARTICIPATION

MEMBERS PRESENT

Council Members: Regional Councillor Gino Rosati, Chair
 Councillor Alan Shefman, Vice-Chair
 Councillor Sandra Yeung Racco
 Councillor Rosanna DeFrancesca

Guests Present: Kevin Travers, KPMG
 Shelyane Li, KPMG

Staff Present: Kevin Shapiro, Internal Auditor
 Todd Coles, City Clerk
 Jim Harnum, City Manager
 Wendy Law, Deputy City Manager, Administrative Services &
 City Solicitor
 Michael Coroneos, Deputy City Manager, Corporate Services,
 City Treasurer and Chief Financial Officer
 Nancy Yates, Controller, Financial Services
 Dean Ferraro, Director of Financial Services, Deputy City
 Treasurer
 Rose Magnifico, Council/Committee Administrator

The following items were dealt with:

1. 2020 EXTERNAL AUDIT PLANNING REPORT

The Audit Committee advises Council:

- 1) That the recommendation contained in the following report of the Deputy City Manager, Corporate Services, Chief Financial Officer and City Treasurer, dated January 25, 2021, was approved:

**REPORT NO. 1 OF THE AUDIT COMMITTEE
FOR CONSIDERATION BY THE COMMITTEE OF THE WHOLE
OF THE CITY OF VAUGHAN ON FEBRUARY 9, 2021**

1. The Audit Planning Report for the year ending December 31, 2020 be approved.
2. That the KPMG Audit Planning Report for the year ending December 31, 2020 and the presentation by KPMG be received. (Attachment 1)

2. 2020 INTERNAL AUDIT RISK BASED WORK PLAN STATUS UPDATE

The Audit Committee advises Council:

- 1) That the recommendation contained in the following report of the Director of Internal Audit, dated January 25, 2021, was approved:
 1. That the report on the status of the 2020 Internal Audit Risk Based Work Plan be received.

3. 2021 INTERNAL AUDIT RISK BASED WORK PLAN

The Audit Committee advises Council:

- 1) That the recommendation contained in the following report of the Director of Internal Audit, dated January 25, 2021, was approved:
 1. That the 2021 Internal Audit Risk Based Work Plan be approved.

4. REQUEST FOR APPROVAL OF A SINGLE SOURCE PROCUREMENT FOR AN EXTERNAL QUALITY ASSESSMENT

The Audit Committee advises Council:

- 1) That the recommendation contained in the following report of the Director of Internal Audit, dated January 25, 2021, was approved:
 1. That the single source procurement of Internal Audit's External Quality Assessment be awarded to the Institute of Internal Auditors.
 2. That the Director of Procurement Services be authorized to finalize and sign any necessary agreements.

**REPORT NO. 1 OF THE AUDIT COMMITTEE
FOR CONSIDERATION BY THE COMMITTEE OF THE WHOLE
OF THE CITY OF VAUGHAN ON FEBRUARY 9, 2021**

5. ELECTION OF THE CHAIR AND VICE-CHAIR

The Audit Committee advises Council:

1. That Regional Councillor Rosati was elected Chair for 2021; and
2. That Councillor Shefman was elected Vice-Chair for 2021.

The meeting adjourned at 10:44 a.m.

Respectfully Submitted,

Regional Councillor Gino Rosati, Chair