

**Accessibility – Design of Public Spaces**

Department: Legislative Services**Division:** City Clerk's Office**Section:** Accessibility**Approved By:** Peter Fay, City Clerk, July 7, 2021**Purpose:**

The purpose of the Accessibility – Design of Public Spaces Standard Operating Procedure is to outline the requirements of the Design of Public Spaces Standard established in the *Integrated Accessibility Standards Regulation (IASR)* under the *Accessibility for Ontarians with Disabilities Act (AODA)*.

The Design of Public Spaces Standard SOP will ensure the greatest level of access to public spaces that are newly constructed or recently/significantly redeveloped by the City. Specifically, this procedure will establish technical design requirements related to recreational trails, beach access routes, outdoor play spaces, exterior paths of travel, accessible parking and more.

Scope:

This procedure applies to City Council, employees, volunteers and those providing a good, service, program or facility on the City's behalf. It applies to all new facilities, buildings, parks, and public spaces owned or leased by the City. It also applies to existing public spaces owned or leased by the City that undergo significant redevelopment or renovation.

Definitions & Acronyms:

Barrier-free: Describes the site, building or portion thereof that is defined by the requirements of this Standard.

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

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



Accessibility – Design of Public Spaces

GAATES Illustrated Technical Guide: An illustrated technical guide to the accessibility standard for the design of public spaces, as identified by the Global Alliance on Accessible Technologies and Environments.

Public Space: A space that is intended for use by the general public, primarily an exterior space that is not regulated by the Ontario Building Code

Redevelopment: A site or portion thereof where new building construction occurs, typically after demolition of existing buildings.

Retrofit: an existing space that is modified to meet the needs of a client leasing a space, a program requirement, or to enhance accessible elements.

Note: This SOP is to be read in conjunction with the Accessibility Policy, and additional definitions available within the policy document.

Procedure:

The Design of Public Spaces Standard focuses on the exterior environment but also regulates some interior building elements such as service counters, waiting areas etc.

The *Ontario Building Code* provides the requirements for accessibility elements within buildings and addresses some exterior components such as: interior barrier-free paths of travel connecting to barrier-free entrances, passenger loading zones and parking lots with barrier-free parking connecting to a path of travel leading to the barrier free entrance.

The Design of Public Spaces Standard provides technical requirements for the below areas:

- Recreational Trails;
- Beach Access Routes;
- Outdoor Public Use Eating Areas;
- Outdoor Play Spaces;
- Exterior Paths of Travel;
- Accessible Parking; and,
- Obtaining Services / Service Counters, Fixed Queuing Guides.

The GAATES Illustrated Technical Guide to the Accessibility Standard for the Design of Public Spaces

The Accessibility Team applies the **GAATES Illustrated Technical Guide** to City owned and non-City public spaces and facilities. The Guide provides technical design requirements for the above areas outlined in Section 1 and other components of public spaces.

**Accessibility – Design of Public Spaces**

City of Brampton Accessibility Technical Standards

The City of Brampton has developed technical standards that are to be used:

- In the design, development and construction of new facilities; and,
- In the retrofit and renovation of existing facilities that are owned, operated and/or leased by the City, including parks, beach areas, recreation trails and outdoor eating areas

The *City of Brampton Accessibility Technical Standards* identify the requirements which regulate accessibility in both the interior and exterior environments, and they are provided as required, when applicable to the work being performed.

These standards may exceed the requirements in the provincially mandated *IASR* regulations and the *Ontario Building Code*; to support Brampton's commitment to increasing opportunities that foster independence, inclusion and dignity for individuals of all abilities.

The City, shall ensure compliance to this standard during the pre-planning, design, construction documents preparation and contracts administration phases.

Each contract will have language requiring contractors to be compliant with all relevant technical standards. Depending on the circumstance of the non-compliance, appropriate corrective action will be taken to address the non-compliance.

Outdoor Play Spaces Checklist

The City of Brampton has created an Inclusive Play Spaces Checklist which contains requirements pertaining to parks playground equipment and components. The checklist is provided to playground installers prior to commencing installation and the checklist is intended for use by City staff when reviewing key design options for inclusive play spaces.

Accessible Parking

Requirements for accessible parking spaces are regulated by:

- Highway Traffic Act Ontario Regulation 581;



Accessibility – Design of Public Spaces

- Design of Public Spaces Standard under the Integrated Accessibility Standards Regulation;
- City of Brampton, Traffic By-law 93-93;
- City of Brampton, Zoning By-law 270-2004;
- The City of Brampton Technical Standards; and,
- The Site Plan approval process.

The City has published an *Accessible Parking Manual*, which identifies the requirements of accessible parking spaces. The manual identifies Owner/Operator requirements, as well as various requirements such as:

- The minimum number of accessible parking spaces;
- Pavement markings and surface requirements;
- Physical dimensions;
- Curb cuts; and,
- Signage.

In addition, the City's Enforcement and By-Law Services Team has a subset of this information available in a document titled **Accessible Parking in the City of Brampton**. The Enforcement Officer will provide this information to property owners during inspections to illustrate the requirements and address any deficiencies that are noted. The Officer will engage property owners and work with them to ensure compliance with the regulations and will often perform many revisits to ensure compliance after deficiencies are identified.

The City has consultants who ensure the standards are being implemented, and securities/bonds are in place to ensure compliance.

Accessible Parking Permits

The Province of Ontario issues accessible parking permits free of charge to qualified individuals. Residents or visitors with accessible parking permits are allowed to park in specially designated parking spaces. These spaces may be located on-street or in parking lots and parking garages. Accessible parking includes a parking space and an access aisle on one side of the space to allow more room to get in and out of the vehicle or at the end of the parking space for parallel/lay-by spaces. Accessible parking spots are usually located closer to buildings and are readily accessible with ramps and depressed curbs. [Get an accessible parking permit | Ontario.ca](#)

**Accessibility – Design of Public Spaces**

Permit Holder Requirements

The responsibility of the driver for accessible parking space use is outlined in the *Highway Traffic Act*, and requires that a valid permit be displayed as per the regulations.

Permit holders are required to:

- Ensure that permits are displayed visibly on the dashboard or front windshield;
- Not park in prohibited parking areas even with a valid Accessible Parking Permit;
- Not park across the access aisles; and,
- Renew permits in a timely manner, as using an accessible parking spot with an expired permit could lead to a fine.

Accessible Parking Violations

City of Brampton By-law and Enforcement investigates complaints with respect to Accessible Parking Space requirements as well as performs proactive inspections to ensure both public and private properties are in compliance with all of the appropriate legislation. By-Law and Enforcement issue penalty notices resulting from the misuse of an accessible parking permit by someone other than the person who the permit is issued to and for using the permit without the permit holder being present.

Parking violations for accessible parking that may result in a penalty notice include:

- Parking in an accessible parking space without a properly displayed permit (including expiry date);
- Parking in a designated parking spot without a valid accessible parking permit;
- Parking on or over any portion of the access aisle; and,
- In prohibited parking areas even with a valid accessible parking permit.

Accessible Service Centers

Self Serve Kiosks

The City of Brampton endeavours to make all new self-service kiosks accessible. Moreover, the City will take accessibility into account when it designs, procedures, and/or acquires new kiosks. Kiosk design specifications are available in the City of Brampton's Accessibility Technical Standards.

**Accessibility – Design of Public Spaces****Related Documents:**

Accessible Parking in the City of Brampton
Accessibility Policy
City of Brampton Accessibility Technical Standards
GAATES Illustrated Technical Guide
City of Brampton Accessibility Technical Standards
Accessible Parking Manual
Inclusive Playspace Checklist

Accountability:

Accessibility is a shared responsibility, and everyone has a part to play in making the City accessible to residents, visitors, and co-workers, as described in the following roles and responsibilities.

People Leaders/ Managers

- Ensure compliance with the Accessibility Policy, the Building Code, and the City of Brampton Technical Standards; and
- Ensure all new self-serve kiosks meet accessibility standards.

Employees, Volunteers and Third Parties

- Maintain compliance with this Policy;
- Be familiar with their rights and responsibilities under this Policy; and,
- Ensure departmental-related responsibilities regarding Accessibility are met (i.e. requirements regarding playground equipment; or accessible parking enforcement, etc).

Contacts:

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Accessibility – Design of Public Spaces

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Director(s) name/Title	Dept	Date Approved	Signature
Peter Fay, City Clerk	Legislative Services	July 7, 2021	