

Barrier Free Report

Petawawa Accessibility Advisory Committee

Introduction

High public usage Location – priority projects

Medium public usage Location – 2nd priority projects

Low public usage – low priority

In 2014 with the support of Council, the Petawawa Accessibility Advisory Committee conducted a Barrier Free Audit of municipal buildings. The Barrier Free Audit checklist incorporated a number of key considerations which are highlighted in this document. Following the compilation and sort of the findings, the Accessibility Committee has selected some key elements which they feel can be addressed in the immediate future at minimal expense with a goal of achieving the required accessibility standards by 2025.

Parking Items

1. Paved pedestrian walkway in front of parking spaces with curb ramp at access aisle.
2. Snow removal enforced.
3. Designated location must be next to walkway.
4. Obstructions such as trees, planters, etc. 2.5 m (8.2 ft.) from vehicle door.

Parking Items (out of 4)

Building Location	N/A Items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor		All	
Petawawa Civic Centre Second Floor		All	
Library		All	
Town of Petawawa Municipal Offices		All	
Norman Behnke Hall		Items #1, #2, #4	Item #3
Fire Department Station 1	Items #1, #3	Item #2	Item #4
Fire Department Station 2	Items #1, #3	Item #2	Item #4
Public Works	All		
Petawawa Point Field House	All		
Petawawa Civic Centre Field House	All		
Petawawa Outdoor Rink	All		
Water/ Wastewater Treatment Plant	Items #3, #4	Item #2	Item #1

Walkways, Exterior, Parks

1. Continuous plane without steps or abrupt change in level. Permanent surface that is firm and slip resistant, free from obstruction, not small units, gravel or cobblestone. Asphalt is recommended or textured concrete with interlocking brick on the side to denote the pathway.
2. Free from obstructions for full width of walk to a minimum height of 1980 mm (78 inches) except handrails are permitted to project not more than 100 mm (4 in) from either side. Obstructions include, vending machines, planters, waste baskets, etc.
3. Lighting 30 Lux.
4. Where pathway crosses a driveway the textured concrete and the denoted pathway edges carried across the area to denote, 1) a pathway 2) gives right of way to pedestrians.
5. Warning, linear detectable strips at edge and at hazards.
6. Picnic tables accessible with clearance, 760 mm (30 in) extension on one end for wheelchair and 820 mm (32 in) for PMD.

Walkways, Exterior, Parks (out of 6)

Building Location	N/A Items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor		Items #1, #2	Items #3, #4, #5, #6
Petawawa Civic Centre Second Floor	All		
Library		Items #1, #2	Items #3, #4, #5, #6
Town of Petawawa Municipal Offices	Items #4, #6		Items #1, #2, #3, #5
Norman Behnke Hall	Items #4, #5, #6	Items #1, #2	Item #3
Fire Department Station #1	Items #4, #5, #6	Items #1, #2	Item #3
Fire Department Station #2	All		
Public Works	All		
Petawawa Point Field House	All		
Petawawa Civic Centre Field House	Items #1, #2, #3, #4, #5		Item #6
Petawawa Outdoor Rink	All		
Water/Wastewater Treatment Plant	Items #4, #5, #6	Items #1, #2	Item #3

Curb Cuts

1. Curb ramp slip resistant material.
2. Where a curb exists smaller than 50 mm (2 inches) provide a curb cut.
3. Curb ramp lip flush with pavement.
4. Obstructions to curbs less than 760 mm (30 inches) not to be near sewer outlets, maintenance hole lids.

Curb Cuts (out of 4)

Building Location	N/A Items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor		3/4	Item #2
Petawawa Civic Centre Second Floor	All		
Library		3/4	Item #2
Town of Petawawa Municipal Offices			All
Norman Behnke Hall		Item #4	Items #1, #2, #3
Fire Department Station #1	Items #1, #3, #4		Item #2
Fire Department Station #2	All		
Public Works	All		
Petawawa Point Field House	All		
Petawawa Civic Centre Field House	All		
Petawawa Outdoor Rink	All		
Water/Wastewater Treatment Plant		4/4	

Ramps and Slopes

1. Ramp gradient, < 1 in 12.
2. Ramps with handrails and guards on both sides, unless in an aisle-way.
3. Ramp provided next to stairs.

Ramps and Slopes (out of 3)

Building Location	N/A Items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor		All	
Petawawa Civic Centre Second Floor		All	
Library		All	
Town of Petawawa Municipal Offices			All
Norman Behnke Hall		All	
Fire Department Station #1	All		
Fire Department Station #2	All		
Public Works	All		
Petawawa Point Field House	All		
Petawawa Civic Centre Field House	Items #2, #3	Item #1	
Petawawa Outdoor Rink	All		
Water/Wastewater Treatment Plant		All	

Building Entrances and Doors

1. Are signs adequate to assist in locating accessible entrances and exits, and are entrances and exits marked with the International Symbol of Accessibility?
2. Is the door width adequate for wheelchairs (32 to 36 inches)? (Although 42" is ideal)
3. Vision panel in door to assist vision impaired 75 mm (3 inches) wide and 900 mm (36 inches) above the floor, operable by closed fist or automatic sensor.
4. Lighting (100 lux) for vision impaired.
5. Is the door power equipped with a power door opener or does it have an electronic sensor?

Building Entrances and Doors (out of 5)

Building Location	N/A items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor		Items #2, #4, #5	Items #1, #3
Petawawa Civic Centre Second Floor		Items #2, #4	Items #1, #3, #5
Library		Items #2, #4	Items #1, #3, #5
Town of Petawawa Municipal Offices		4/5	Item #4
Norman Behnke Hall			All
Fire Department Station #1	Item #3	Item #2	Items #1, #4, #5
Fire Department Station #2	Item #1, #3	Item #2	Items #4, #5
Public Works		Item #2	Items #1, #3, #4, #5
Petawawa Point Field House	All		
Petawawa Civic Centre Field House	All		
Petawawa Outdoor Rink	All		
Water/Wastewater Treatment Plant		Items #2, #3, #4	Items #1, #5

Public Building General Issues

1. All handrails must be constructed in a manner to be graspable by persons with limited finger dexterity.
2. Fire alarms must have large display and be operable by a person with limited finger dexterity.
3. Hallways, minimum width 1200 mm (48 inches) or 1500 mm (60 inches) when designed for two wheelchairs to pass.
4. Bold direction signage and symbols with high contrast lettering at eye level.
5. Bold stripes on clear glass doors.
6. Door handles, lever type and highlighted with contrasting colours.
7. Fire alarm flashing light in washroom for hearing impaired.
8. Assistive listening devices for hearing impaired.
9. Lighting, 100 Lux in libraries, at book stacks \geq 200 Lux.

Public Building General Issues (out of 9)

Building Location	N/A Items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor	Item #9	Items #1, #2, #3	Items #4, #5, #6, #7, #8
Petawawa Civic Centre Second Floor	Item #9	Items #1, #2, #3	Items #4, #5, #6, #7, #8
Library	Items #1, #9	Items #2, #3,	Items #4, #5, #6, #7, #8
Town of Petawawa Municipal Offices	Item #9	Item #1	Items #2, #3, #4, #5, #6, #7, #8
Norman Behnke Hall	Item #9	Item #2	Items #1, #3, #4, #5, #6, #7, #8
Fire Department Station #1	Items #2, #9	Item #3	Items #1, #4, #5, #6, #7, #8
Fire Department Station #2	Item #9	Items #2, #3	Items #1, #4, #5, #6, #7, #8
Public Works	Item #5, #9		Items #1, #2, #3, #4, #6, #7, #8
Petawawa Point Field House	All		
Petawawa Civic Centre Field House	All		
Petawawa Outdoor Rink	All		
Water/Wastewater Treatment Plant	Item #9	Items #1, #2, #3	Items #4, #5, #6, #7, #8

Barrier Free Path of Travel (Interior)

1. Is the path stable, firm and slip resistant?
2. Are ramps installed correctly and are changes level or beveled correctly at door openings, floor changes etc.?
3. Are controls for all services, elevators, lights, heating and air conditioning accessible to wheelchairs and operable by one hand?

Barrier Free Path of Travel (Interior) (out of 3)

Building Location	N/A Items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor		2/3	Item #3
Petawawa Civic Centre Second Floor		2/3	Item #3
Library		2/3	Item #3
Town of Petawawa Municipal Offices	Item #2	Item #1	Item #3
Norman Behnke Hall		Item #2	Items #1, #3
Fire Department Station #1	Item #2	Item #1	Item #3
Fire Department Station #2	Item #2	Item #1	Item #3
Public Works			Items #1, #2, #3
Petawawa Point Field House	All		
Petawawa Civic Centre Field House	All		
Petawawa Outdoor Rink	All		
Water/Wastewater Treatment Plant		2/3	Item #3

Elevators

1. Signage at building entrance to lead persons to Barrier Free elevators when the elevators are not clearly visible; and entrance to elevator clearly marked by International Symbol of Accessibility?
2. Opening between cab floor and landing should be less than 13 mm (1/2 inch). Telecommunications should be connected to a staffed area, with the controls within easy reach of a seated person. Less than 1200 mm (48 inches) above floor. Telecommunications should preferably be hands free. If cord connected, cord should be 920 mm (38 inches) long.
3. Door to close slowly and to be equipped with photoelectric sensor and rubber bumper guards; and doors to be equipped with tripping device to quickly open upon contact with a person.
4. Numbers in Braille beside the numeric.

Elevators (out of 4)

Building Location	N/A Items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor		1/4	Items #1, #2, #4
Petawawa Civic Centre Second Floor		1/4	Items #1, #2, #4
Library	All		
Town of Petawawa Municipal Offices	All		
Norman Behnke Hall	All		
Fire Department Station #1	All		
Fire Department Station #2	All		
Public Works	All		
Petawawa Point Field House	All		
Petawawa Civic Centre Field House	All		
Petawawa Outdoor Rink	All		
Water/Wastewater Treatment Plant	All		

Stairways

1. Handrail must be graspable.
2. Stair, non-resilient and non-skid surface.
3. Nosing of contrasting colour.
4. Handrail, if more than one step then placed on both sides.
5. Lighting, no glare on user.

Stairways (out of 5)

Building Location	N/A Items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor		5/5	
Petawawa Civic Centre Second Floor		5/5	
Library	All		
Town of Petawawa Municipal Offices		Items #2, #3, #4	Items #1, #5
Norman Behnke Hall		4/5	Item #3
Fire Department Station #1	All		
Fire Department Station #2	All		
Public Works	All		
Petawawa Point Field House	All		
Petawawa Civic Centre Field House	All		
Petawawa Outdoor Rink	All		
Water/Wastewater Treatment Plant		Item #1	Items #2, #3, #4, #5

Orientation Cues for Blind and Visually Impaired

1. Signage on doors, directions etc. be raised with contrasting colours with the wall and be extra large.
2. Stairs have 50 mm (2 inches) wide solid stripe on edge of tread and riser 100 mm (4 inches) in contrasting colours on all stairs and risers, e.g. brown stair and yellow or white stripe.

Orientation Cues for Blind and Visually Impaired (out of 2)

Building Location	N/A Items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor			All
Petawawa Civic Centre Second Floor			All
Library			All
Town of Petawawa Municipal Offices			All
Norman Behnke Hall			All
Fire Department Station #1			All
Fire Department Station #2			All
Public Works			All
Petawawa Point Field House	All		
Petawawa Civic Centre Field House	All		
Petawawa Outdoor Rink	All		
Water/Wastewater Treatment Plant			All

Assembly Areas

1. Are there adequate wheelchair spaces (two for up to 100 seats and one for each 100 additional seats) and are there attendant seats available and are they adjacent or nearby?
2. Are the wheelchair spaces clear and level and adjacent to the barrier-free path of travel?
3. Are there attendants or ushers to assist in seating, entering and exiting?
4. Are accessible washrooms available and are there signs indicating their direction?
5. Are assistive listening systems available for the hearing impaired?

Assembly Areas (out of 5)

Building Location	N/A Items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor		Items #2, #4	Items #1, #3, #5
Petawawa Civic Centre Second Floor		Items #1, #2, #4	Items #3, #5
Library		4/5	Item #5
Town of Petawawa Municipal Offices	All		
Norman Behnke Hall			All
Fire Department Station #1	All		
Fire Department Station #2	All		
Public Works	All		
Petawawa Point Field House	All		
Petawawa Civic Centre Field House	All		
Petawawa Outdoor Rink	All		
Water/Wastewater Treatment Plant	All		

Customer Service Area

1. Checkout counter accessibility 920 mm (36 inches).

Customer Service Area (out of 1)

Building Location	N/A Items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor		All	
Petawawa Civic Centre Second Floor		All	
Library		All	
Town of Petawawa Municipal Offices		All	
Norman Behnke Hall	All		
Fire Department Station #1	All		
Fire Department Station #2	All		
Public Works	All		
Petawawa Point Field House	All		
Petawawa Civic Centre Field House	All		
Petawawa Outdoor Rink	All		
Water/Wastewater Treatment Plant		All	

Reception Area

1. Controls easily operable from wheelchair with one hand or automatically operated.
2. Counter top, lowered area < 865 mm (34 inches).

Reception Area (out of 2)

Building Location	N/A Items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor		Item #1	Item #2
Petawawa Civic Centre Second Floor		All	
Library		All	
Town of Petawawa Municipal Offices		Item #1	Item #2
Norman Behnke Hall			All
Fire Department Station #1			All
Fire Department Station #2			All
Public Works			All
Petawawa Point Field House	All		
Petawawa Civic Centre Field House			All
Petawawa Outdoor Rink	All		
Water/Wastewater Treatment Plant		2/2	

Washrooms

1. Entrance, clearly marked by the International Symbol of Accessibility.
2. Washrooms not designated for disabled persons must be marked to indicate the location of the barrier free facility.
3. Door to room > 800 mm (32 inches). (Although 36 inches is recommended)
4. Faucets, lever type, not spring loaded, or to be automatic type.
5. Soap and towel dispensers < 1200 mm and > 900 mm (48 inches and 35 inches) from floor.

Washrooms (continued)

6. At least one mirror, bottom < 1 m (39 inches) from floor, or inclined to be useable by person in a wheel chair.
7. Lighting, 100 Lux.
8. Coat hook 1200 mm (48 inches) to 1400 (55 inches) from floor 50 mm (2 inches from wall).
9. Braille signs on doors to indicate gender.
10. Toilet to be highboy type for ease in transferring.

Washrooms (out of 10)

Building Location	N/A Items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor		Items #4, #5	Items #1, #2, #3, #6, #7, #8, #9, #10
Petawawa Civic Centre Second Floor		Items #4, #5	Items #1, #2, #3, #6, #7, #8, #9, #10
Library	Public washrooms are in Civic Centre		
Town of Petawawa Municipal Offices	Item #2	Items #1, #3, #4, #5	Items, #6, #7, #8, #9, #10
Norman Behnke Hall		Items #5, #8	Items #1, #2, #3, #4, #6, #7, #9, #10
Fire Department Station #1		Item #3	Items #1, #2, #4, #5, #6, #7, #8, #9, #10
Fire Department Station #2		Items #3, #5	Items #1, #2, #4, #6, #7, #8, #9, #10
Public Works			All
Petawawa Point Field House	All		
Petawawa Civic Centre Field House		Items #4, #5	Items #1, #2, #3, #6, #7, #8, #9, #10
Petawawa Outdoor Rink	All		
Water/Wastewater Treatment Plant		Items #1, #3, #4, #6, #7	Items #2, #5, #8, #9, #10

Toilets and Urinals

1. At least one toilet stall is barrier free.
2. Toilet stall 1500 mm x 1500 mm (59 inches x 59 inches).
3. Toilet centre > 460 mm and < 480 mm (18 inches and 19 inches) from the side wall. Toilet seat > 400 mm and < 460 mm (16 inches and 18 inches) above floor. Or equipped with raised toilet seat.
4. Door to toilet stall opens outward, or increase the side of the stall to suit.
5. Toilet paper dispenser to be beside and slightly to front and above seat, large type without sharp or serrated edge. To facilitate person with poor finger dexterity, small leaf inter-fold paper a NO-NO.
6. Urinal, clear floor space 760 mm wide x 12 mm (90 inches x 48 inches) deep.

Toilets and Urinals (out of 6)

Building Location	N/A Items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor		5/6	Item #3
Petawawa Civic Centre Second Floor		5/6	Item #3
Library	Public washrooms are in the Civic Centre		
Town of Petawawa Municipal Offices	Items #2, #4, #6	Items #1, #3, #5	
Norman Behnke Hall	Item #6	Item #5	Items #1, #2, #3, #4
Fire Department Station #1		Items #3, #5	Items #1, #2, #4, #6
Fire Department Station #2	Item #6	Items #2, #4, #5	Items #1, #3
Public Works	Item #6		Items #1, #2, #3, #4, #5
Petawawa Point Field House	All		
Petawawa Civic Centre Field House		Items #1, #4, #5	Items #2, #3, #6
Petawawa Outdoor Rink	All		
Water/Wastewater Treatment Plant		Items #5, #6	Items #1, #2, #3, #4

Showers and Bathtubs

1. Entrance clearly marked by an International Symbol of Accessibility.
2. Shower threshold beveled ≤ 13 mm (1/2 inch).
3. Shower, fully recessed soap holder accessible from seat.
4. Shower, floor slip resistant.
5. Grab bars (see grab bars section).

Showers and Bathtubs (out of 5)

Building Location	N/A Items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor		Items #1, #2, #4	Items #3, #5
Petawawa Civic Centre Second Floor	All		
Library	All		
Town of Petawawa Municipal Offices	All		
Norman Behnke Hall	All		
Fire Department Station #1			All
Fire Department Station #2			All
Public Works			All
Petawawa Point Field House	All		
Petawawa Civic Centre Field House	All		
Petawawa Outdoor Rink	All		
Water/Wastewater Treatment Plant		All	

Grab Bars

1. Grab bar, slip resistant and 30-40 mm (1 ¼ to 1/38 inch) OD and space between wall and bar to be 30-40 mm (1 ¼ to 1/38 inch).
2. At urinal, vertical grab bar on each side.
3. Beside toilet, away from wall to facilitate horizontal transfer from wheelchair.

Grab Bars (out of 3)

Building Location	N/A Items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor		Item #1	Items #2, #3
Petawawa Civic Centre Second Floor		Item #1	Items #2, #3
Library		Item #1	Items #2, #3
Town of Petawawa Municipal Offices	Item #2	Items #1, #3	
Norman Behnke Hall			All
Fire Department Station #1			All
Fire Department Station #2			All
Public Works			All
Petawawa Point Field House	All		
Petawawa Civic Centre Field House		Item #1	Items #2, #3
Petawawa Outdoor Rink	All		
Water/Wastewater Treatment Plant			All

Safety

1. Building is equipped with audible emergency exit route safety device.
2. Equipped with alarms with flashing lights.
3. Does this facility have an existing evacuation plan?

Safety (out of 3)

Building Location	N/A Items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor		All	
Petawawa Civic Centre Second Floor		All	
Library		All	
Town of Petawawa Municipal Offices		Items #1, #3	Item #2
Norman Behnke Hall		Items #1, #3	Item #2
Fire Department Station #1		Items #1, #3	Item #2
Fire Department Station #2		Items #1, #3	Item#2
Public Works			All
Petawawa Point Field House	All		
Petawawa Civic Centre Field House	All		
Petawawa Outdoor Rink	All		
Water/Wastewater Treatment Plant		Item #3	Items #1, #2

Environmental Issues

1. Staff/public are informed about scent related disabilities, and the use of various products in public areas.
2. The use of scent-free products in washrooms, general areas, and facilities.
3. Are signs posted indicating the usage of such products?

Environmental Issues (out of 3)

Building Location	N/A Items	Parameters Met	Deficiency
Petawawa Civic Centre Main Floor			All
Petawawa Civic Centre Second Floor			All
Library			All
Town of Petawawa Municipal Offices			All
Norman Behnke Hall			All
Fire Department Station #1		Item #2	Items #1, #3
Fire Department Station #2		Item #2	Items #1, #3
Public Works			All
Petawawa Point Field House			All
Petawawa Civic Centre Field House			All
Petawawa Outdoor Rink	All		
Water/Wastewater Treatment Plant			All

Item	Deficiency	Location
Parking Items	<ul style="list-style-type: none"> • Accessible parking located next to walkway (item # 3) 	Norman Behnke Hall
	<ul style="list-style-type: none"> • Obstructions 2.5m from vehicle door (item #4) 	Fire Department #1 & #2
Walkways, Exterior, Parks	<ul style="list-style-type: none"> • Warning, linear detectable strips at edge and at hazard (item #5) 	Civic Centre Municipal Office
Curb Cuts	<ul style="list-style-type: none"> • Where a curb exists smaller than 2 inches provide a curb cut (item #2) 	Civic Centre Norman Behnke Hall Fire Department #1
Ramps and Slopes	<ul style="list-style-type: none"> • Ramp gradient 	Municipal Office
Building Entrances and Doors	<ul style="list-style-type: none"> • Adequate signs for locating accessible entrances and exits with visual accessible symbol (item#1) 	All (except Municipal Office)
	<ul style="list-style-type: none"> • Vision panel in door to assist vision impaired (3 inches wide and 36 inched above floor, operable by fist or sensor (item #3) • Door powered by sensor of power door opener (item #5) 	Civic Centre Library Norman Behnke

Item	Deficiency	Location
Public Building General Issues	<ul style="list-style-type: none"> • Bold Direction signage and symbols with high contrasting colours (Item #4) • Bold stripes on clear glass doors (Item #5) • Door handles, lever type and highlighted with contrasting colours. (Item #6) 	Civic Centre Library Municipal Office Norman Behnke Hall Fire Departments
Stairways	<ul style="list-style-type: none"> • Nosing of contrasting colour (Item #3) 	Norman Behnke Hall
Orientation Cues for Blind and Visually Impaired	<ul style="list-style-type: none"> • Signage on doors, directions etc. be raised with contrasting colours with the wall and be extra large (Item #1) • Stairs have 50 mm (2 inches) wide solid stripe on edge of tread and riser 100 mm (4 inches) in contrasting colours on all stairs and risers. (Item #2) 	Civic Centre Library Municipal Office Norman Behnke Hall Fire Departments Water/Wastewater Plant
Washrooms	<ul style="list-style-type: none"> • Entrance clearly marked by the International Symbol of Accessibility (Item #1) • Washrooms not designated for disabled persons must be marked to indicate the location of the barrier free facility (Item #2) • Faucets, lever type, not spring loaded, or to be automatic type. (Item #4) • Coat hook 1200 mm (48 inches) to 1400 (55 inches) from floor 50 mm (2 inches) from wall. (Item #8) • Braille sign on door to indicate gender (Item #9) 	Civic Centre Municipal Office Norman Behnke Hall Fire Departments
Grab Bars	<ul style="list-style-type: none"> • At urinal, vertical grab bar on each side (Item #2) • Beside toilet, away from wall to facilitate horizontal transfer from wheelchair (Item #3) 	Civic Centre Norman Behnke Hall Fire Departments Field House Water/Wastewater Plant
Environmental	<ul style="list-style-type: none"> • Scent free policy and signage 	All