



Accessibility Advisory Committee (AAC)

Built Environment Sub-Committee

June 5, 2018

Draft Minutes not Approved

A meeting of the AAC Built Environment Sub-Committee was called to order at 3:31 p.m. by Amanda Motyer in the City Board Room, City Hall.

Present:

Leanne Carpenter
Andrea Dodsworth
Sioux Lily
Jeff Chalmers
Neil Campbell
Amanda Motyer (Chair)

Regrets:

Janet Dawson
Allison Seiderer
Lynda Staples

Staff:

Sadie Norrad, Accessibility and Communication Specialist
Mark Buffone, Accessibility and Compliance Coordinator
Susan Morrison, Permit Technician

Disclosure of Pecuniary Interest

No disclosure of pecuniary interest

Approval of Agenda

Moved by Andrea Dodsworth

That the agenda for the AAC Built Environment Sub-Committee meeting dated June 5, 2018 be approved.

“Carried”

Approval of Previous Minutes

Moved by Sioux Lily

That the minutes of the AAC Built Environment Sub-Committee meeting held on May 15, 2018 be approved.

“Carried”

Accessibility Reviews

- a) **Application for Site Plan Approval, SPC-954, 959 Chemong Road, Sam Design & Management Services. Proposed construction of a drive thru restaurant building with a total area 223 sq.m. Proposed tenant is Starbucks.**

Summary of recommendations from the Built Environment Sub-Committee:

1. Include a curb cut and tactile indicator where the access aisle meets the cross walk. The current site grading plan does not show a curb cut to connect the accessible parking space to the walkway.
2. Shift accessible parking space to the west to allow for better elevation of curb cuts (minimize slope directly in front of the building entrance).
3. Curb ramp located at the rounded section of median is not acceptable, it forces people to travel behind park vehicles and into the driving lanes to access the curb cut.
4. Increase 1 m median to 1.5 m between parking spaces and loading area and include a drop section in the median for a walkway.
5. No clear path of travel to the building entrance from the back west parking lot.
6. Walkway needs to be designed for a patio and a walkway. Include textural contrast change to distinguish between patio and walkway.
7. Ensure waste bins are in an accessible location that maintains a clear path of travel on the walkway.
8. Ensure there is an adequate leveled area at the top of the curb ramp.
9. Highly suggest that the accessible parking space meet Type A standards (3.4 m wide with a 1.5m access aisle).
10. Ensure no overhang of vehicles on walkway.
11. Include a double lane drive thru that merges into a single lane to avoid congestion.
12. Make sure the entrance from Shoppers Drug Mart is wide enough for two cars.
13. Have a curb cut and tactile indicator at the rear walkway.
14. Garbage loading zone should be moved further south.

15. No floor plan included, if the back entrance is barrier free, the current rear walkway is not the proper width.
16. Drive thru speaker system should have a visual screen to confirm the order.
17. Covered entrance should be level.
18. Ensure clear path of travel to the bathrooms.
19. Organize interior queuing lines to maintain a clear path of travel.

b) Application for Site Plan Approval, SPC-955, 625 Neal Drive, Wilcox Architects Inc. Proposed construction of a two storey 304 sq.m building addition.

Summary of recommendations from the Built Environment Sub-Committee:

1. The current configuration of accessible parking space is not sufficient.
2. Additional accessible parking spaces required.
3. Ensure adequate lighting at the building entrance.
4. A more detailed site plan is required that clarifies the occupancy of buildings.
5. Check list appended to recommendations.

Next Meeting

The next meeting will be on Tuesday, September 18, 2018 from 3:30 p.m. to 5:00 p.m. in the **Doris Room**.

Adjournment

Moved by Neil Campbell

That the meeting of the AAC Built Environment Sub-Committee adjourn at 4:45 p.m.

“Carried”