

**Building Name:** Brookfield Place - Sam Pollack Square

**Address:** 181 Bay St.

**Type of building:** Office complex

**Accessible Entrance:** Yonge St. entrance

**HD Line Locations:** Lineup inside near installation

**Date & Auditor:** February 28, 2018 (Crystal MacDonell - Festival Theatres Manager - 416-203-2155 ext. 296 or cmacdonell@hotdocs.ca)

AREA	ACCESS	YES	NO	NOTES / FOLLOW-UP
Arriving	Public transport			closest stop: Union station
	<ul style="list-style-type: none"> <li>• Accessible public transport within 200m with accessible route to venue</li> </ul>			closest stop: 70m from Union station
	Curb ramps outside the venue			
	Outdoor path in good condition (no roots, cracks, holes)			
	Walkway well lit at night			
	Clearly marked drop off area			
	Parking (type?) <ul style="list-style-type: none"> <li>• Access parking lot within 200m with accessible route to venue (curb cuts, doors, etc)</li> <li>• Bicycle locking posts or racks</li> </ul>			paid street parking, paid underground Brookfield Place parking garage
Building Entrance	Step free access			no stairs at entrance
	<ul style="list-style-type: none"> <li>• Handrails on steps that are easy to grip</li> <li>• Contrast edges on steps/ramps</li> </ul>		n/a	
	Tactile tiles prior to steps, ramps & drop off areas for people with vision loss			
	Protection from wind, rain, & noise in outdoor area			
	Safety markings on glass doors & adjacent panels			
	Accessible entrance door is automatic & access button is visible <ul style="list-style-type: none"> <li>• Wide or double doors</li> <li>• Threshold flush with floor, or nearly so (less than 1/2")</li> </ul>			Yonge St. entrance
	General Building Access	Step free access to all levels <ul style="list-style-type: none"> <li>• Handrails on steps that are easy to grip</li> <li>• Contrast edges on steps/ramps</li> </ul>		
Elevator access to all levels <ul style="list-style-type: none"> <li>• Low elevator buttons for a person in a seated position</li> <li>• Raised number markings or Braille signage on elevator panel</li> <li>• Voice floor announcements</li> </ul>				
Escalator access to all levels				
Low pile carpeting or slip resistant floor & ground surfaces				
Wide, clear internal & external walkways				
Colour contrasting door frames & trims				

	Limited use of roped barriers		Red	
	Public seating area:	Green		bench seating around fountain near exhibit or chairs in food court in basement
	• Variety of seating options	Green		
	• Spaces for a person using a wheelchair to sit with family & friends	Green		
	• Seating with backs & armrests	Light Green		chairs in food court do not have armrests
	• Seating with colour contrast to walls & floors	Green		
	• Some cushioned bench seats in the area	Light Green		bench seating around fountain is not cushioned
	• Spaces between furniture for people with mobility aids to manoeuvre	Green		
	• Low tables to accommodate a person in a seated position	Green		food court in basement
	Effective lighting throughout facilities	Green		
	Appropriate acoustic environment to reduce background noise (echo, loud, etc.)		Red	vaulted ceilings
	Area to charge a mobility scooter & battery powered wheelchair (where?)		Red	
	Accessible storage area for mobility aids (where?)		Red	
Food & Drink	Food & Beverage Policy in effect?		Red	not in general public spaces
	Does the building have a liquor licence?	Light Green		public space in not licensed but various licensed restaurants in building
	Is there anywhere onsite to buy food or drinks? (café, restaurant, etc.)	Green		Food Court & various restaurants on site
	• Accessible (stairs, door, counter height, slip resistant floor, ect.)	Green		
	• Variety of seating options	Green		
	Water fountains available? (where?)		Red	
	• Low height for use by a seated person		n/a	
Washrooms	All-Gender accessible washroom (if not, what arrangements have been made?)		Red	accessible stalls in gender-specific washrooms in basement
	• Step free access	Green		via elevator or escalator
	• Access button on the door		Red	
	• Handle at an accessible height to a person in a seated position (lever? push/pull?)	Green		sliding door lock on stall
	• Door swings out		Red	
	• Washroom has an alarm or assist button		Red	
	• Washroom has grab bars	Green		
	• Accessible toilet paper holder (close to toilet, easy to operate, ect.)	Green		
	• Counter heights allow a person using a wheelchair to fit chair arms underneath	Green		
	• Reachable taps	Green		
	• Soap dispensers are close to the edge of the counter	Green		
	• Paper towels are near the sink		Red	at the end of the sinks
	• Slanted or low mirror		Red	
	• Coat hook & inside shelf	Light Green		hook only
	• Baby change area		Red	
	Step free access to other washrooms on site	Green		same as above
	• Accessible stall (marking on door, 5' x 5' clearance, grab bar, toilet paper)	Green		see above for specifics
	• All-Gender (stall toilets? urinals?)		Red	all other washrooms are gender-specific

DOC X EXPERIENCE		• Baby change area (accessible?)			
	DOC X Experience	Designated Waiting Area for patrons unable to stand in line (where? how many?)			Ticketholder must check in with Rep first
		• Are there options other than folding chairs in the Designated Waiting Area?			
		Low height registration table			
		• Seating available			
		• Magnifying glass, pen, pad of paper available for communication			
		Brochures & printed information at accessible heights			
		Door is automatic & access button is visible		n/a	
		• Handle at an accessible height to a person in a seated position (lever? push/pull?)		n/a	
		• Wide or double doors		n/a	
		• Threshold is flush with floor, or nearly so (less than 1/2")		n/a	
		Step-free access to all areas			no stairs within experience area
		• Handrails on steps that are easy to grip		n/a	
		• Contrast edges on steps/ramps		n/a	
		Elevator access to all levels		n/a	Experience is all on 1 floor
		• Low elevator buttons for a person in a seated position		n/a	
		• Raised number markings or Braille signage on elevator panel		n/a	
		• Voice floor announcements		n/a	
		Low pile carpeting or slip resistant floor & ground surfaces			
	Limited use of roped barriers				
	Space between areas/furniture for people with mobility aids to manoeuvre			area is cramped	
	Integrated accessible experience areas within the regular setup				
	• Spaces for a person using a wheelchair			chairs can be removed to create spaces	
	• Seating with colour contrast to walls & floors				
	Assistive Devices available (where do patrons go to get them?) (how many?)				
	• Hearing Assist (how many?)		n/a		
Designated seating area for patrons to rest after the experience, if needed (where?)			bench seating around fountain		
Responsive Evacuation Procedures	Emergency evacuation plan in place (incl. considerations for accessibility)				
	• Emergency evacuation plan/route posted				
	• Emergency procedure information available in alternate formats, on request			written, verbal	
	Emergency doors clearly marked				
• Accessible emergency exits are clearly marked with access symbols					
All alarms have both visual & audible signals (how many stages to alarm?)					
Signage	Clear external & internal building/directional signs (solid contrasting background, matte finish, large print, simple serif fonts)				
	Raised letters on external & internal building/directional signs				
	Can a person approach within 36" of a sign without standing within door swing?				
	Displayed at an approximate height to be read by a person in a seated position				

	Alternatives to any visible information (announcements, braille, etc...)			verbal
	Captioning on any film or video screens			
	Plan of building posted at entrance			
	• Access symbols used on plan of building		n/a	
	Clear large print name tags on staff/volunteers			
	List of on-site staff/volunteers who can assist patrons in other languages			
	When applicable, warning signs for physical access aids that are out of order (elevator, etc)			
Service Animals	Service animals permitted in all public spaces			
	Availability of a water bowl at the main entrance/exit for service animals			
	Designated run/toilet area in an adjacent garden area			
Other Considerations	Is the Rep Office accessible? (where?)		n/a	no designated break area
	Is the Volunteer Break Area accessible? (where?)		n/a	no designated break area
	Is the building scent-free? (unscented products used throughout incl. washroom)			
	Is the building generally a loud bustling environment?			
	A quiet area where patrons can interact in a less chaotic environment			
	Availability of mobility aids for loan (wheelchair, walker)			
	Availability of a fridge for dietary needs & medication			