

Building Department

Research & Building Systems Section

New Hotels Checklist



New Hotels & Motels

	Entrance	Path	Level Changes Stairs, Ramp, Elevators	Sanitary Provisions	Changing Room	Parking & drop off point	Accessible rooms
≤ 50 beds	UA*	UA/P	UA	UA	UA	UA	UA

UA	Universally Accessible
UA*	When the building is built in a floodable zone the entrances of the building can have a change in level from the exterior floor level. In this exceptional case the entrances solutions may be permitted.
UA/P	Only for small new and existing buildings: paths can be smaller respecting the Tolerance Limits and is permitted interaction space only in one side in the toilet. Only for retrofitting existing buildings: The building facility shall be Universally Accessible; however, if the Universal Accessibility level is technically or economically impossible exceptions can be accepted respecting the Tolerance Limits

CODE	CRITERIA	EVALUATION			COMMENTS	AUDIT PHASE
		YES	N/A	NON		
E	Entrance					
E1	Gradients of entrances ≤ 5%	YES	N/A	NON		PERMIT
E2	When several paths, both accessible and inaccessible marked					ACCOMPLISH
E3	If accessible door not the main door, it is marked with directional sign					ACCOMPLISH
E4	Identification number and exact address for each entrance					OPERATION
E5	In public use buildings, reception desk near the entrance					ACCOMPLISH
E6	Dimensions doors ≥ 900mm width x 2100mm height					PERMIT
E7	Automatic door					ACCOMPLISH
E8	3 seconds or more to move from closed to fully open position - Remain fully open for a minimum 5 seconds - Force not more than 66N					ACCOMPLISH
E9	Doormats levelled with ± 2mm					ACCOMPLISH

PF10	With reflectance contrast of at least 30 points LRV between accessible pavement (surrounding surface or 300mm pavement strip)						ACCOMPLISH
PF11	Lighting in floor (Flooring Light) not produces glare and excessive heat						ACCOMPLISH
PF12	Absence of utility covers (manhole covers) on the path or with height less of 5 mm						ACCOMPLISH
PF13	Absence of drain grids on the path or with holes smaller than 5 mm						ACCOMPLISH
PF14	Change of pavement level ≤ 15 mm, with $\leq 2.5\%$ gradient slope (chamfered)						ACCOMPLISH
PF15	Longitudinal grate openings with perpendicular orientation to the pedestrians' direction of travel						ACCOMPLISH
PF16	For distance between tree basin edge and the façade ≤ 2000 mm, tree grate with walkable surface						ACCOMPLISH
PI	Internal corridors						
PI1	Width ≥ 1000 mm						PERMIT
PI2	In direction changes a Maneuvering space of 1200 mm						PERMIT
PI3	Tactile warning surface in any change of level						PERMIT
PI4	Illumination ≥ 60 lux						ACCOMPLISH
PI5	Clear headroom ≥ 2200 mm						PERMIT
PI6	Absence of protruding objects 1-Objects protruding less than 100mm from façade 2-Objects protruding more than 100mm, extends to the floor surface or above the floor level by maximum 300mm						OPERATION
LC	Level Changes						
		YES	N/A	NON	Comments	Audit Phase	

family toilet						
SPft1						
SPft1	One family toilet within 300 m distance from any part of the building					PERMIT
Spab	Ablution areas, if provided					
SPab1	Electronic or sensor faucets					ACCOMPLISH
SPab2	One accessible ablution unit linked to an accessible path. The closest from the entrance					PERMIT
SPab3	Two horizontal bars mounted between 700 - 800 mm with the same length of wash basin					ACCOMPLISH
SPab4	All Accessories at a height between 700 - 1200 mm					ACCOMPLISH
SPab5	Provides bidet shower system, soap and paper					ACCOMPLISH
SPab6	Approaching free space of 1200 mm					ACCOMPLISH
SPab7	The approaching free space with contrast \geq 30 points LRV					ACCOMPLISH

Changing rooms		YES	N/A	NON	Comments	Audit Phase
CHR	Accessible dressing or changing rooms					
CHR1	Corridors width \geq 1000mm and direction changes with Maneuvering turning space of 1500mm					PERMIT
CHR2	Approaching space for lockers, benches and furniture 1420 x 865mm					PERMIT
CHR3	1 of 10 showers is accessible, if provided					PERMIT
CHR4	1 of 10 toilet is accessible, if provided					PERMIT

PA	Parking and drop off point	YES	N/A	NON	Comments	Audit Phase
PA1	Pick up & drop off area provided					PERMIT
Accessible parking places, access to parking lots						
	Number of accessible parking lots, if parking facilities provided:					PERMIT
PA2	1.3 % of the total number of parking spots. A partial parking to be considered as a full parking at the maximum number of 5 parkings					PERMIT
PA3	Accessible spaces as close as possible to the entrance of the building and no more than 50 m					PERMIT
PA4	Dimensions of accessible parking spaces: 2500 x 6000 mm for angled parking, 2600 x 6000 mm for parking along the sidewalk					PERMIT
PA5	With lateral access aisle \geq 1200 mm					PERMIT
PA6	Signs mounted at 2200 mm with international symbol					ACCOMPLISH
PA7	Marked with international symbols					ACCOMPLISH
PA8	Curb cut with maximum 8% slope					ACCOMPLISH
Accessible Room						
AR	Hotel rooms	YES	N/A	NON	Comments	Audit Phase
ARh						
ARh1	10% of rooms are accessible with accessible toilet					PERMIT
ARh2	Half of the accessible hotel rooms with roll-in showers and other half bathtubs					PERMIT

ARd5	The self service tables height located between 900 - 1200mm from the floor							OPERATION
ARd6	Minimum 900mm clear passage to all food service area							OPERATION
ARd7	Spaces for children strollers and mobility devices are provided, 10 seats are movable							OPERATION