

Accessible Parking Design & Planning Guideline

PARKING SERVICES

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HALIFAX

Table of Contents

1.0	INTRODUCTION	4
2.0	SCOPE	5
2.1	PURPOSE	5
2.2	APPLICATION	5
	<i>Accessible Parking Signage Requests</i>	5
	<i>New Construction and Infrastructure Rehabilitation</i>	6
2.3	DIMENSIONS	6
2.4	FIGURES	6
2.5	TERMINOLOGY	6
3.0	SITE ASSESSMENT	6
3.1	NUMBER OF PARKING SPACES	6
3.2	STREET CONTEXT	7
3.3	DATA COLLECTION	7
	<i>Cross-Section Widths</i>	7
	<i>Running Slope and Cross Slope</i>	7
	<i>Curb Length</i>	8
4.0	DESIGN PARAMETERS	9
4.1	ACCESSIBLE PARKING SPACES PER BLOCK	9
	<i>Table 1: On-Street Accessible Parking Space Ratio Requirements</i>	9
4.2	LOCATION OF ACCESSIBLE PARKING	10
4.3	DIMENSIONS OF PARKING SPACE	11
4.4	PARKING CONFIGURATIONS	11
	<i>Parallel Parking</i>	11
	<i>Angled Parking</i>	12

4.5	PARKING DEMARCATION.....	12
4.6	CURB ACCESS RAMPS.....	12
5.0	PARKING METERS AND PARKING PAY STATIONS.....	13
	APPENDIX A – GLOSSARY AND ACRONYMS.....	14
	GLOSSARY.....	14
	ACRONYMS.....	16

1.0 INTRODUCTION

The Accessible Parking Guidelines started with four public engagement sessions in April 2019. In addition to the engagement sessions, Halifax Regional Municipality (HRM) hosted an online survey through the [Shape Your City website](#). This guideline draws on the recommendations made by residents of HRM to create one reference document. The key issues identified through public engagement and the online survey included:

- Increase number of accessible spaces
- Development of a formula or ratio of number of accessible spaces
- Better signage and marking of accessible spaces
- Better management/enforcement of existing accessible spaces
- Development of best practices in consideration of requirements of different vehicle needs and proximity to destinations

These recommendations have been incorporated into the guideline through the creation of an on-street accessible parking ratio table (see [Table 1: On-Street Accessible Parking Space Ratio Requirements](#)), a guide for placement (see [Section 4.2](#)), and design standards for different vehicle sizes (see [Section 4.3](#) and [Section 4.4](#)). Changes to marking of accessible spaces may reduce illegal parking in these spaces (see [Section 4.5](#)). Infraction complaints of accessible parking spaces are treated as safety infractions and as such receive higher priority for enforcement.

This guideline was developed to provide uniformity in the placement, features and installation of on-street accessible parking spaces by municipal staff, developers, consultants and contractors within the Halifax Regional Municipality (The Municipality). In addition to these guidelines an interactive map was published to the On-Street Accessible Parking webpage¹ in Spring 2020. Residents are able to view the characteristics of the space by selecting the accessible icon in the chosen location. The data includes the number of spaces, time limit, obstructions, and surface material.

This guideline will meet the vision for Access by Design 2030² in priority areas of creating standards in relation to the built environment and transportation infrastructure. The guideline will help achieve the goal outlined in the Integrated Mobility Plan³ to play a more active role in ensuring accessible parking is meeting the needs of the community. Key considerations for design have been based on the Municipality's public consultant on Accessible Parking in 2019, documents created by other jurisdictions within North America, including the Canadian Standards Association.⁴

¹ Halifax On-street Accessible Parking <https://www.halifax.ca/transportation/parking/street-accessible-parking>

² Access by Design 2030 <https://novascotia.ca/accessibility/access-by-design/access-by-design-2030.pdf>

³ Integrated Mobility Plan https://www.halifax.ca/sites/default/files/documents/about-the-city/regional-community-planning/IMP_report_171220-WEB.pdf

⁴ National Standard of Canada CSA B651-18 Accessible design for the built environment <https://www.csagroup.org/wp->

2.0 SCOPE

2.1 PURPOSE

The main objective for creating this guideline is to provide criteria for barrier-free design of on-street accessible parking in Halifax Regional Municipality that allows equal access for people with disabilities to sites within the Municipality. The number of required on-street accessible parking spaces reflects on our greater need here in Nova Scotia as the province has the highest percentage of persons with a disability in Canada.⁵

Prior to this guideline HRM had no formal document used in design of accessible on-street parking. The purpose of the document is to evaluate new accessible parking spaces and reassess accessible parking spaces that were installed prior to June 2021 with a consistent criterion. Reassessment of existing accessible parking will start in highly utilized areas first and areas undergoing street and sidewalk rehabilitation, with the goal of having all non-residential accessible parking spaces reviewed by 2030.

2.2 APPLICATION

The Accessible Parking Guideline is to be applied as the uniform standard for on-street accessible parking spaces on urban streets within the core area of the Municipality which are installed to access businesses, institutions and government services. Whether accessible parking is requested for review and/or installation on a street block or it is assessed as part of the criteria within the limits of new construction or rehabilitation, the Accessible Parking Guideline should be followed to the greatest extent possible. Centre Plan Land Use Designations⁶ that may be encompassed in the areas of review include:

- CEN Centre Designation
- COR Corridor Designation
- D Downtown Designation
- HR Higher-Order Residential Designation
- IE Institutional Employment Designation
- PCF Parks and Community Facility Designation

The number and placement of designated accessible parking spaces shall be in accordance with [Section 4.0 Design Parameters](#).

Accessible Parking Signage Requests

The guideline applies to review and/or installation of on-street accessible parking signage requests from a private citizen, business or Business Improvement Districts that is required in the absence of other municipal works. Construction of new pedestrian ramps and concrete

<content/uploads/B651-18EN.pdf>

⁵ Canadian Survey on Disability, 2017: Data Visualization Tool <https://www150.statcan.gc.ca/n1/pub/71-607-x/71-607-x2019035-eng.htm>

⁶ Note: Designations as shown in Centre Plan Package B Halifax Regional Centre Secondary Municipal Planning Strategy Map 2 Urban Structure

landings are not possible in this scenario; therefore, accessible spaces should be placed to utilize existing ramps. These accessible parking spaces are to be upgraded when concrete civil works are undertaken adjacent to the parking space and should be completed to meet the Access by Design 2030 deadline.

New Construction and Infrastructure Rehabilitation

The guideline applies to installation of accessible parking spaces in combination with either new construction or rehabilitation within the street right-of-way that involves concrete civil works, such as curb or sidewalk installation adjacent to on-street parking facilities. Existing accessible parking spaces should be upgraded as opportunity arises in conjunction with capital road or sidewalk rehabilitation projects and property redevelopments.

2.3 DIMENSIONS

Dimensions are given in SI metric units. Dimensions that are not stated as “maximum” or “minimum” are absolute. Dimension shall be measured from centreline.

2.4 FIGURES

Figures are not to scale and should be used for text dimension and illustrative purposes.

2.5 TERMINOLOGY

In this guideline, “shall” is a requirement that must be met. “Should” is a recommendation of this guideline but is not a requirement. The use of “may” is to include an option.

3.0 SITE ASSESSMENT

3.1 NUMBER OF PARKING SPACES

Where on-street parking is allowed on the street block and where the parking is regulated by signage or metered by parking pay stations a minimum number of parking spaces must be accessible and comply with the dimensional requirements for accessible parking spaces. Where this parking is not marked by pavement markings, each 6.7 metres⁷ of the street block should be counted as one parking space except the first and last space in any row, which may have a minimum length of 5.5 metres⁸ for determining the minimum number of accessible parking spaces required.

Many of Canadian and U.S. cities have policies to facilitate a minimum of one accessible parking space for every 25 parking spaces on the block perimeter up to 100 spaces. For every additional 50 parking spaces on the block perimeter between 101 and 200 spaces, additional

⁷ LUB Downtown Halifax 14(2)(e) <https://www.halifax.ca/sites/default/files/documents/about-the-city/regional-community-planning/DowntownHalifax-LUB-Eff-20Nov07-Case21162-TOCLinked.pdf>

⁸ Note: Special consideration for parallel spaces. Edmonton Zoning Bylaw 12800 54.1 General On-site Parking and Loading Requirements 5.c.vi) https://webdocs.edmonton.ca/infraplan/zoningbylaw/zoningbylaw/Part1/Development/54_1_General_On-Site_Parking_and>Loading_Requirements.htm

accessible parking spaces are required and determined in relation to the context of the street. On average this can vary between 2-4% of available parking.

3.2 STREET CONTEXT

The predominant land use in the area will influence the number of accessible parking spaces on a given street block and will influence the location they are installed. Mixed residential/commercial areas will require less accessible spaces than educational institutions, shopping areas, and medical centres. Other accessible spaces will only be required specific days of the week to access religious services. Identify potential destinations within a 100-metre distance from either end of the block that is under review.

3.3 DATA COLLECTION

Cross-Section Widths

Placement of accessible parking spaces will be restricted in locations where there is not adequate street width or lane width. Measurement of street width should be taken from a minimum 10 metre offset from the intersection at both ends of a block if no lane lines are present. Widths shall be measured from face of curb to face of curb. When painted lane lines are present, lane widths should be measured from face of curb to centre of painted lane line. If there is a protected bicycle lane on-street, measurements should be taken of the buffer between the bike lane and parking/travel lane as this can not be included in the lane width as parking is not permitted in bike lanes.

As streets continue to narrow, it is important to consider if larger vehicles regularly travel two-way on the street block under review as the parking lane width for an accessible parking space is wider than typical parking. In these situations, neither lane width should be minimized. Refer to [Municipal Design Guidelines](#)⁹ for minimum travel lane widths.

Sidewalk and boulevards adjacent to parking areas under investigation for accessible parking should be measured from face of curb to front of sidewalk and back of sidewalk. Measurements should also be taken from face of curb to any other obstructions within the right-of-way adjacent to accessible parking to ensure clear space requirements can be met.

Running Slope and Cross Slope

Street running slope and cross slope are required to determine suitability of location for accessible parking. Measurements of slope should be taken in the same locations offset from the intersection at both ends of a block as width measurements were taken. Sidewalk and boulevard running slope and cross slope should be measured as there are areas where they do not match on-street slopes.

⁹ Municipal Design Guidelines (Red Book) <https://www.halifax.ca/transportation/streets-sidewalks/municipal-design-guidelines-red-book>

Curb Length

Accessible parking shall be located in a manner that is in compliance with the Motor Vehicle Act of Nova Scotia¹⁰. Clearance lengths from intersections, crosswalks, and fire hydrants should be measured to ensure parking is not placed within restricted areas. Existing sign posts, utility poles and streetlights upon which signage can be placed should be identified and measured to determine minimum lengths are achieved.

Total available parking curb length per block should be measured in order to determine the number of available parking spaces.

Obstructions

Locations of obstructions within 2.4 metres parallel to curb that could impede the opening of a door, the deployment of a ramp or safe passage of a user of accessible parking shall be identified in site notes. Street furniture should not obstruct the door opening of the vehicle. Potential accessible parking locations with obstructions should only be considered if the obstruction can be easily relocated to allow clear space when exiting the vehicle or if no other suitable location is available within 100m of destination.

¹⁰ [Motor Vehicle Act - Nova Scotia Legislature](#)

4.0 DESIGN PARAMETERS

The site data collected shall be used to determine the number of accessible parking spaces required, the placement on-street and any changes needed to signage placement or curb access in order to accommodate the minimum dimension requirements.

The objective of design parameters outlined in the following sections is to increase the number of on-street accessible parking spaces that can be used by all vehicle types, whether it be regular vehicles such as cars, and SUV or vans with side or rear entry lifts or ramps. While it will not be feasible to create all spaces that can be used in all scenarios, care should be taken to design accessible parking that is available to most users.

4.1 ACCESSIBLE PARKING SPACES PER BLOCK

The total number of existing permissive standard on-street parking spaces shall be determined by the site assessment ([see Section 3.1](#)). Where the calculation of on-street parking results in a portion of a parking space, the fraction shall be rounded down to the nearest whole number. The number of designated parking spaces shall be in accordance with (Table 1: On-Street Accessible Parking Space Ratio Requirements).

Table 1: On-Street Accessible Parking Space Ratio Requirements

Total Number of Parking Spaces	Total Number of Required Accessible Parking Spaces by Destination		
	Mixed-Use Residential Commercial Buildings (HR) Religious Institutions (CEN, COR, D) Parks and Community Facility (PCF)	Business Districts (CEN, COR, D) Post-Secondary Educational Institutions (IE) Government Services (CEN, COR, D)	Hospital Institutions (IE) Medical Centres (CEN, COR, D) Rehabilitation Centres (CEN, COR, D, IE)
1-25	1	1-2	1-4
26-50	1-2	2-4	3-8
51-75	2-3	4-6	6-12
76-100	3-4	5-8	8-15
>100	1 extra accessible space for every 50 on-street parking spaces	1 extra accessible space for every 50 on-street parking spaces	1 extra accessible space for every 50 on-street parking spaces

4.2 LOCATION OF ACCESSIBLE PARKING

Placement of accessible parking on-street shall be determined by analysis of data collected in the site assessment. Obstructions adjacent to parking, ground surfaces, snow clearing, and curb can impact an accessible parking user's ability to access the sidewalk safely. Travel distances and barriers within the accessible route connecting the parking to the sidewalk should be minimized.

On-street accessible parking:

(a) shall be located within street block near accessible curb ramps and routes to walkways and sidewalks. Curb ramps should be at the rear end of the parking space to avoid the need to enter the travel lane to maneuver around other vehicles to access the sidewalk.^{11 12 13}

(b) should be located where street cross-slope does not exceed 4 percent¹⁴.

(c) should be located where street/sidewalk running slope is less than 5 percent¹⁵ and shall not exceed a maximum of 8.33 percent¹⁶.

(d) shall be located where the passenger side of the vehicle has access to an elevated sidewalk with a curb with no obstructions for most of the length of the space and a minimum clear space area of 2.4 m^{17 18} by 2.4 m¹⁹ with no obstructions at passenger side door locations.

(e) should, where intended to serve government services, hospital institutions, medical centres, rehabilitation centres, and/or religious institutions be located within 50 metres²⁰ of the location served.

(f) should, where intended to serve post secondary educational institutions and/or a business district, be located within 100 metres of the location served.

(g) should be located so the passenger side of the vehicle does not exit into a traffic lane.

(h) should be located such that the adjacent area is hard surface materials such as asphalt, pavers or concrete.²¹

¹¹ <https://www.access-board.gov/prowag/chapter-r3-technical-requirements/#r30922-narrow-sidewalks>

¹² <https://www.access-board.gov/prowag/chapter-r3-technical-requirements/#r3094-curb-ramps-or-blended-transitions>

¹³ National Building Code of Canada A-3.8.2.2

¹⁴ Note: Recommended not steeper than 2% in CAN/CSA B651-18 8.3.3.2 however, matching 4% from new

¹⁵ CAN/CSA B651-18 5.1.2a)

¹⁶ Note: Running slopes that exceed 5% will be reviewed by Accessibility Advisor with maximum allowable to match ramp slopes permitted. CAN/CSA B651-18 5.5.1

¹⁷ Note: Based clear space width from parking space on largest access aisle. <https://www.access-board.gov/ada/guides/chapter-5-parking/#van-space-wider-access-aisle>

¹⁸ <https://www.access-board.gov/prowag/chapter-r3-technical-requirements/#r308111-dimensions>

¹⁹ Note: Based clear space parallel to parking space on width of both front and back passenger side doors.

²⁰ Nova Scotia Building Code Regulations 3.8.3.4.(3)(c) https://novascotia.ca/just/regulations/regs/bcregs.htm#TOC2_11

²¹ CAN/CSA B651-18 9.4.3a)

4.3 DIMENSIONS OF PARKING SPACE

Accessible on-street parking requires a wider than standard parking space to allow full extension of the door to exit the vehicle, the use of a mobility aid, or room for a service dog. The addition of a access aisle at the side or rear of the accessible parking space allows deployment of a lift or ramp from passenger side or rear of vehicle. When designating accessible parking for new construction or street/sidewalk rehabilitations, accessible on-street parking shall not be less than 2.6 m²² in width and 5.5 m²³ in length with a 2.0 m²⁴ access aisle directly behind parking space. Under these conditions, 7.5 m of curb space where parking is permitted shall be counted as one accessible parking space.

When accessible parking signage installation occurs in the absence of sign post installation or other civil works:

- (a) the accessible parking should be placed at the beginning of the street block such that no vehicle is permitted to parking behind the accessible parking space or obstruct the path to the curb ramp. The no parking clearance that is required by the Motor Vehicle Act may be included in the 7.5 m length, so long as the designated space is a minimum of 5.5 m with no obstructions within 2.0 m behind the vehicle or,
- (b) where the accessible parking is required mid-block or at the end of the street block and the required 7.5 m length cannot be provided, the accessible parking space shall be 5.5 m and the rear access aisle may be reduced to 1.5 m²⁵ where 2.0 m is not feasible. If a minimum 1.5 m access aisle cannot be achieved, the location would not be suitable for an accessible parking space. Rear accesses aisle less than 2.0 m that have no obstructions or removable obstructions within the boulevard should be upgraded by 2030.

4.4 PARKING CONFIGURATIONS

Parallel Parking

On-street accessible parallel parking shall be in accordance with HRM standard details HRM193, HRM 194 and HRM 195, unless field conditions make it infeasible to meet requirements within 100m of destination or unachievable in retrofit situations where designation of the accessible space is being implemented with signage only.

An on-street access aisle shall not be required when distance from face of curb to street line is 4.5 metres²⁶ or less.

²² CAN/CSA B651-18 9.4.1a)

²³ CAN/CSA B651-18 Figure 72 Parallel accessible parking space

²⁴ CAN/CSA B651-18 9.4.1c)

²⁵ Note: Based on minimum pedestrian width. CAN/CSA B651-188.3.3.5a) and HRM standard detail HRM 49 https://www.halifax.ca/sites/default/files/documents/transportation/transportation-projects/TRANSPORTATION_PartB-StandardDetails.pdf

²⁶ Note: ADA requirement is 4.3 m City of Newark, Ohio – On-Street Accessible Parking Policy http://www.newarkohio.net/userfiles/files/Traffic/HandicapParkingPolicy_2018-02-12.pdf

Angled Parking

On-street angled parking shall be in accordance with HRM standard detail HRM169. Where accessible parking is installed, a marked access aisle of a minimum 2.4 m²⁷ wide shall be provided adjacent to the accessible parking space. The access aisle shall be the full length of the accessible parking space and shall connect to a pedestrian access route. Two parking spaces are permitted to share a common access aisle.

4.5 PARKING DEMARCATION

On-street accessible parking shall be identified by vertical accessible parking signage. Signage shall be compliant with the Traffic Sign Regulations made under the Motor Vehicle Act and shall have a maximum limit of 3 hours in areas identified in [Table 1](#) (residential signage does not require a time limit).

Unless otherwise determined by the Traffic Authority vertical signage shall be used to identify both the front and rear of the parking space.

4.6 CURB ACCESS RAMPS

Where the accessible parking space is located mid-block or end of the block (approaching an intersection) the curb ramp shall be installed at the rear of the accessible parking space when no side access aisle is available and shall be within the limits of the parking space as defined by the vertical signage.

Accessible parking spaces located at the beginning of the block may use the pedestrian ramp located at the intersection. This shall be the preferred location for an accessible parking space when the right-of-way width cannot accommodate the installation of a curb access ramp with adequate clear space and the boulevard and sidewalk width is 4.5 m or less. If curb extensions obstruct access to the existing curb ramp, a curb ramp shall be installed with new construction and street/sidewalk rehabilitation. In the case of tactical curb obstruction, adjustments should be made to accommodate accessible pedestrian movement.

Curb ramps shall have tactile walking surface indicators²⁸ to provide colour contrast to differentiate between sidewalk and curb ramp and to provide a warning that it is an entrance to the street.

All pedestrian curb ramps shall be in accordance with the Municipal Design Guidelines (Redbook). An electronic copy and links to standard details other relevant documents can be found at <https://www.halifax.ca/transportation/streets-sidewalks/municipal-design-guidelines-red-book> .

²⁷ <https://www.access-board.gov/prowag/chapter-r3-technical-requirements/#r3093-perpendicular-or-angled-parking-spaces>

²⁸ CAN/CSA B651-18 4.3.5.3.2, CAN/CSA B651-18 8.3.3.4.1

5.0 PARKING METERS AND PARKING PAY STATIONS

Operable parts of parking meters and parking pay stations that serve on-street parking spaces should comply with technical requirements and be accessible to users of all abilities. Displays and information should be visible, as per the requirements of the CSA Standard for Accessible Design for the Built Environment²⁹, above the center of the clear space in front of the parking meter or parking pay station.

The ground surface of the accessible route to the parking meter or parking pay stations should be firm, and slip-resistant.³⁰

²⁹ CAN/CSA B651-18 8.6.10e)

³⁰ CAN/CSA B651-18 8.6.10c)

APPENDIX A – GLOSSARY AND ACRONYMS

GLOSSARY

Access Aisle: A space between parking spaces or between the accessible parking space and curb that allows persons to get in and out of their vehicle.

Accessible Parking Space: A parking space for the exclusive use of vehicle displaying an Accessible Parking Permit in accordance with the Nova Scotia Motor Vehicle Act.

Barrier-free: Design that enables access by people with or without a variety of physical abilities.

Boulevard: The part of the street right-of-way between the sidewalk and the curb, surfaced in grass or other vegetation (but when surfaced in hard materials like concrete or unit pavers is referred to as the ‘furnishing zone’).

Business District: Any portion of the Municipality where the majority of the land use is for business purposes.

Contractor: Any person who, for another person, carries out work or supplies labour for the alteration, construction, demolition, excavation, or development of land or a structure.

Core Area: means that portion of the Halifax Regional Municipality for which the Municipality has assumed responsibility for maintenance of public streets and is more particularly described in Agreement No. HRM - 01 between the Halifax Regional Municipality and the Minister of Transportation & Public Works which became effective on June 24, 1996;

Cross Slope: The slope that is perpendicular to the direction of travel (see running slope).

Clear Space: A barrier-free space between vehicle door opening and sidewalk allows persons to get in and out of their vehicle to access sidewalk.

Curb Ramp: A short ramp cutting through a curb or built up to it.

Curb Extensions: A treatment that increases the width of a sidewalk while also reducing the width of a street to shorten pedestrian crossing distance, improve visibility, reduce traffic speeds and improve off-street amenities. Curb extensions, which can be located on intersection corners as well as at mid-block, are commonly referred to as ‘bump-outs’ or ‘neck downs’.

Development: Includes any erection, construction, addition, alteration, replacement or relocation of or to any building or structure and any change or alteration in the use made of land, buildings or structures.

Halifax Regional Municipality (HRM): The Regional Municipality established by the Halifax Regional Municipality Act and includes the area over which that body corporate has jurisdiction.

Halifax Complete Streets Guideline: The current title of the Municipal Design Guidelines for Halifax Regional Municipality.

Land Use: The classification of the natural and built environment, as it exists or as prescribed by policy or regulation.

Mixed-use: Different activities and building occupancies that are arranged close to one another. These different uses may be located on the same site, in the same building or along the same street.

Municipality: The Halifax Regional Municipality, body corporate, as under the HRM Charter.

Protected Bicycle Lane: Bicycle lane separated from motor vehicle traffic with a physical barrier between the bicycle and motor vehicle lanes.

Right-of-way (ROW): public lands vested in the Municipality for street purposes.

Running Slope: The slope that is parallel to the direction of travel (see cross slope).

Sidewalk: The portion of a street between the curb line and Street Line or any part of a street specifically designated for pedestrian travel and separated from the travelled way.

Street: means a public street, highway, road, lane, sidewalk, thoroughfare, bridge, square and the curbs, gutters, culverts and retaining walls in connection therewith located within the core area.

Street Furniture: Permanently installed or temporarily placed furniture, including but not limited to benches, tables, chairs; receptacles for waste and recycling; bicycle racks; bollards, and other pieces intended for use by the public, but excluding newspaper boxes, mailboxes, traffic and utility poles, and smoking receptacles.

Street Line: The boundary of a street, also referred to as the edge of the right of way.

Tactile Walking Surface Indicator (TWSI): A textured ground surface feature to assist people who are visually impaired to navigate the surrounding environment.

Travelled way: The portion of a street in which vehicles travel.

Urban Street: An urban street is one which is characterized as having a paved travelled way, curbs, a piped storm sewer system, sidewalk and street lights.

ACRONYMS

CEN	Centre Designation
COR	Corridor Designation
CSA	Canadian Standards Association
D	Downtown Designation
HR	Higher-Order Residential Designation
HRM	Halifax Regional Municipality
IE	Institutional Employment Designation
IMP	Integrated Mobility Plan
ISA	International Symbol of Accessibility
PCF	Parks and Community Facility Designation
ROW	Right-of-way
TWSI	Tactile Walking Surface Indicator