**DESIGN GUIDE - ACCESSIBLE UTILITY ROOM**

*The access provisions of Premises Standards 2010 have been incorporated into NCC Volume 1 BCA, effective from 1 May 2011.*

*In all public buildings, access is required to and within all areas normally used by the occupants. Fit-out criteria for these spaces are not included in the BCA. Uninformed design of fit-out can render a space inaccessible, despite its compliance with the* [*BCA access provisions*](http://acumen.architecture.com.au/apps/notes/view/72)*. Inaccessible buildings and spaces are at risk to complaint under the DDAct.*

# APPLICATION

Utility Rooms or areas are those where photocopying, collating, sorting functions occur. They exist in most buildings either as separate rooms or as spaces within a larger work environment.

# DESIGN CONSIDERATIONS

*This Design Guide contains criteria for elements which are beyond the scope of the NCC and the Premises Standards. As far as possible it does not repeat the mandatory requirements of the NCC.*

* **Circulation**

Provide space within the area to AS1428.1 (minimum 2070mm x 1540mm) to enable a wheelchair user to enter the area, turnaround and exit.

Ensure that there is clear space in front of the photocopier and room to access its side trays.

* **Door**

Meet AS1428.1 including a minimum clear opening of 850mm and circulation clear of all fittings.

* **Bench**

Width: 850mm minimum

Adjustable height type is preferred. See Note 1

If not adjustable, to AS1428.2-1992 Clause 24.1.1

Preferred location: Output side of photocopier.

Refer AS1428.2 Figure 26 for reachable work space at a bench.

* **Shelves**

Locate the majority of shelves within the accessible range of 230mm to 1350mm above floor level for side reach and 380mm – 1120mm above floor level for forward reach. Preferred depth of shelves is 300mm.

* **Photocopier controls**

Machine requires an adjustable height control panel, or fixed controls on the front.

* **Fittings**

Controls location: 500mm minimum from any internal corner and 300mm maximum behind front of bench or other obstruction

# REFERENCES

AS1428.1 – 2009 (Incorporating Amendment No. 1 - 2010)

Design for Access and Mobility Part 1: General Requirements for Access—New Building Work.

AS1428.2 – 1992

Design for access and mobility Part 2: Enhanced and Additional Requirements—Buildings and Facilities.

# DRAWINGS

Utility Room Option 1 – 11/08/2014

Utility Room Option 2 – 22/08/2014

***Note:***

***1*** *No individual table, counter or work top height and clearance under will suit all users with disabilities. A bench with easily adjustable height within the range of 700mm to 900 mm from the finished floor is preferred. For occasional use such as a customer counter, support facilities and the like the height should be 850mm±20mm. For workplace use such as desks, if a fixed height is provided the height should be 750mm±20mm. If a stool is available then a height of 850mm±20mm is acceptable for ambulant staff. If more than one facility is provided then the above should apply to the first and other dimension can apply to* *subsequent facilities.*

**Disclaimer:** This information has been provided for general guidance only and should not be applied in a particular situation without expert advice. No responsibility for its accuracy or currency is accepted by the Australian Institute of Architects, its office bearers, members or staff, or by the authors.



