

# UCR Campus Process: Gender Inclusive Facilities 2015

**ISSUING OFFICER:** Associate Vice Chancellor/ Campus Architect

**RESPONSIBLE OFFICE:** Architects & Engineers    **EFFECTIVE DATE:** November 01, 2015

## I. Background

UCR is strongly committed to creating and sustaining a campus environment that supports and values all members of our community, including visitors. This Gender Inclusive Facilities process focuses on providing a safe environment, consistent with UCR principles of community and efforts aimed at civility and respect. Gender inclusion should provide access and equality by creating an environment that is safe, accessible and respectful of all individuals. One aspect of creating an inclusive environment is the availability of safe, accessible and convenient restroom facilities. Many people may experience difficulty, inconvenience or harassment when using gender specific restrooms and facilities. Additionally, parents with children of a different gender, as well as caregivers to persons of different genders, face difficulties in accompanying them. UCR aims to implement best practices for gender inclusive facilities.

## II. Goals of the UCR Gender Inclusive Process

In accordance with the University's nondiscrimination policies, these guidelines seek to create an inclusive campus environment for transgender and gender variant people and provide direction on the implementation of gender inclusive facilities in UCR-owned buildings.

## III. Definitions:

**Changing Room:** a room in which one or more persons partially or fully disrobe and re-dress. Locker rooms fall under this definition. Gender inclusive changing rooms shall provide privacy and security.

**Gender Identity:** an individual's sense of oneself as male, female or transgender, including an individual's self-image, appearance, expression or behavior, whether or not that self-image, appearance, expression or behavior is different from the individual's sex assigned at birth.

**Gender Inclusive facility (sometimes referred to as Gender Neutral facility):** a facility, including but not limited to restrooms, showers, locker rooms and changing rooms, that is

usable by persons of all gender identities and expressions and that is not gender specific. The facility shall provide privacy and security for the individual user. Gender inclusive facilities shall include spaces and fixtures equivalent to gender specific facilities.

**Gender Specific:** designated for use by one gender (i.e. male or female).

**Restroom:** any facility equipped with toilets, urinals and other similar facilities, in a public facility for use of the public for personal hygiene and comfort. “In a public facility” and “for use by the public” in this context covers essentially all UCR facilities and restrooms, except for facilities located within private residences or apartments, within dormitory suites, or in areas not accessible to the public.

**Shower:** a space in which one or more persons bathe or shower. Gender inclusive showers shall provide privacy and security for the individual user.

#### IV. **Applicability**

This process applies to UCR-owned facilities including new construction, existing and renovated facilities. While the process does not extend to UCR-leased facilities at this time, evaluation of the availability of gender inclusive facilities shall occur when beginning or renewing leases, especially when UCR leases more than 50% of a building, or for leases 10 years or longer. Privatized projects developed on UCR-owned land where the project is to be used for University-related purposes shall comply with the requirements for inclusive facilities.

#### V. **Process**

- a. **Existing Facilities: Capital Asset Strategies (CAS)** shall maintain an accurate list of Gender Inclusive Facilities in the campus space data found within the Facilities Management System (FMS). CAS will also maintain the locational listing in the Geographic Information System database, and transmit that information to Strategic Communications, for inclusion on the interactive campus map.

**The Campus Architect** will ensure the conversion of existing, single-occupancy or single-stall restrooms in UCR-owned buildings from gender specific to gender inclusive with privacy and security as noted in the definitions, such that all UCR-owned buildings with existing single stall restrooms will either contain a Gender Inclusive Restroom (GIRR) or be served by an identified GIRR in a “nearby” facility. “Nearby” is commonly defined as being within two minutes of pedestrian travel time between building entrances. Conversions will usually be limited to revised signage. Conversions that are accomplished by signage changes alone shall not be considered renovations. In cases

where conversions do not satisfy the goal of having a GIRR in every UCR-owned building or in a nearby building, construction or renovation of a GIRR must be considered.

- b. *New Construction or Renovation:*** UCR-owned buildings beginning design, for either new construction or renovation, on or after July 1, 2015, shall include at least one GIRR on each floor where restrooms are required or provided in a building. GIRRs on each floor shall be accessible consistent with the California Building Code (CBC). “UCR-owned” includes buildings designed and/or built by third parties that are to become the property of UCR upon completion.
- c. *Restroom Renovations:*** When extensive renovations are made to existing restrooms (i.e. when the construction cost for the renovation exceeds 50% of the restroom replacement cost) or when extensive renovations are made to one or more floors of an existing building (i.e. more than 50% of the replacement cost of the area being renovated) in buildings that do not already have at least one GIRR, the project shall provide a GIRR in the same building.
- d. *Changing Rooms:*** The design of new buildings shall provide for at least one gender-inclusive changing room in each location in the building where locker rooms or changing rooms are provided. The gender-inclusive changing room shall be located within the locker room/changing room facility so the user need not leave the locker room/changing room to use the gender-inclusive changing room. For major renovations, the Campus shall construct at least one gender inclusive private changing room in each location in any building where locker rooms or changing rooms are provided (major renovation is defined as renovation exceeding 50% of the replacement cost of the area being renovated) or when the locker room or changing room is renovated.
- e. *Showers:*** The design of new buildings shall provide for at least one gender-inclusive shower in buildings where showers are provided. If the shower or showers are located within a locker room/changing room facility, the gender inclusive shower(s) shall be located so that the user need not leave the locker room/changing room facility to use the shower. The Campus shall construct at least one gender inclusive shower in each location in any building where showers are provided when a major renovation occurs (major renovation is defined as renovation exceeding 50% of the replacement cost of the area being renovated) or when existing showers are renovated. The shower(s) shall be located within the locker room/changing room facility so that the user need not leave the locker room/changing room facility to use the shower(s).
- f. *Signage:*** Gender inclusive facilities will be identified in a simple manner, utilizing the minimum signage required by the CBC and the 2010 ADA Standards for Accessible Design (ADA). For GIRRs, the required sign on the door shall be a triangle within a circle

of contrasting color, without gender pictograms. The international convention is a white triangle on a blue circle, but ADA-compliant and CBC-compliant signs/colors are acceptable. The CBC-required room identification sign shall provide the minimum required information, including the pictogram for access, if applicable. For GRRs, the room identification shall be "Restroom". Signs for changing rooms and shower rooms shall also follow this guidance, as applicable.

- g. Directional signs:** In existing buildings where gender inclusive facilities are not or cannot be provided, the Campus Architect shall direct the installation of at least one directional sign in a conspicuous location, normally near the building's main entrance and the building restrooms, indicating the location of the nearest gender inclusive facilities.
- h. Hardship:** In instances where hardship may preclude full compliance with this process, campus entities may request that a waiver from the process be approved. Approval authority for these waivers has been delegated in writing from the Chancellor to the Campus Building Official (Campus Architect). The waiver request form is included as Attachment A.
- i. Feedback:** Any concerns, suggestions, or recommendations associated with UCR's provision of gender inclusive facilities should be submitted to the Campus Architect, via the Office of Architects & Engineers.

## **VI. References**

1. University of California Guidelines for Providing Gender Inclusive Facilities: Effective 7/1/15
2. University of California Facilities Manual RD4.1: Providing Gender Inclusive Facilities
3. UCR Gender Inclusive Facilities Hardship Waiver Request (Attachment A)
4. Model Template for Signs (Attachment B)

## UCR Gender Inclusive Facilities Hardship Waiver Request

### PROCESS

1. Project proponent completes Waiver Request Form. The Project Manager will provide technical support, as needed.
2. Request is submitted to Campus Building Official (Campus Architect) through the Architects & Engineers office.
3. Review of Request and application of criteria to be completed by “Working Group” consisting of:
  - a. Code Enforcement Representative
  - b. Capital Finance Representative
  - c. A&E Project Team member
  - d. CAS Project Team member
4. “Working Group” makes recommendation with justification to Campus Building Official for approval or denial.
5. Campus Building Official renders decision.
6. CBO decision may be appealed to VC-BAS, whose ruling will be final, and without further appeal.

### CRITERIA

- **Building Code Compliance:** Waiver may be considered for instances where, in the judgement of the Campus Building Official (CBO), compliance with GIF provision would unduly compromise provisions of the California Building Code or other applicable provision of law.
  - Access
  - Life/Safety
  - Security
  - Fixture unit requirements(Plumbing Code)
- **Program impacts** – Waiver may be considered upon project proponent’s application where, in the judgement of the CBO, compliance with GIF provision would unduly compromise the core mission of the University by adverse impact on space or functional requirements of the facility.
- **Cost:** Waiver may be considered upon project proponent’s application where, in the judgement of the CBO, compliance with GIF provision would entail consumption of fiscal resources to a degree that would unduly compromise the core mission of the University.
  - Quantitative criteria:
    - For projects with a total budget (GIF compliance not included) of \$100,000 or less, cost impact >10%.
    - For projects with a total budget (GIF compliance not included) of >\$100,000 cost impact >5%.
- **Location:** Waiver may be considered upon application where, in the judgement of the CBO, compliance with GIF provision is unnecessary based on availability of convenient access to existing GIF facility.

**Gender Inclusive Facilities in Renovation Projects  
REQUEST FOR WAIVER BASED ON HARDSHIP**

Submit completed form to UCR Architects and Engineers office

**LEGEND**

Input cell
Calculation

Campus

Project

Date

**PROJECT COST**

Construction cost of overall project  
 Construction cost of inclusive restroom work (new or remodeled single-occupancy restroom or remodeled multi-occupancy restroom)  
 Percentage of restroom cost/overall project construction cost

\$

\$

**OCCUPANT LOAD & FIXTURE COUNTS**

Occupant load of building

Occupants

MEN		WOMEN	
TOILETS & URINALS	LAVATORIES	TOILETS	LAVATORIES
<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>
<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>
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<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>

<sup>1,2,4</sup> **Required** number of gender specific toilet/urinal fixtures  
**Existing** number of gender specific toilet/urinal fixtures  
 Number of gender specific fixtures inc. new inclusive restroom(s)  
 Deficit (if any) with new inclusive restrooms and fixtures

**PROXIMITY**

Are there other inclusive restrooms in this building?  
 If YES, indicate distance to nearest inclusive restroom in building

<sup>3</sup> If NO, indicate location of nearest inclusive restroom

YES or NO			
<input style="width: 80px; height: 20px;" type="text"/>	Travel distance in feet	<input style="width: 80px; height: 20px;" type="text"/>	Travel distance--number of floors
<input style="width: 80px; height: 20px;" type="text"/>	Travel distance in feet between building entries	<input style="width: 80px; height: 20px;" type="text"/>	Pedestrian travel time between building entries

**HARDSHIP**

If space will be reassigned from programmatic or other dedicated use to construct the inclusive restroom(s), describe secondary effects of constructing restroom in this location

(Describe)

**INTENT**

If inclusive restroom cannot be provided in this location, describe the proposed alternate solution and how it meets the spirit and intent of the inclusive restrooms guidelines?

(Describe)

**NOTES**

<sup>1</sup> "Separate" refers to California Code of Regulations, Title 24, Part 6--California Plumbing Code, Section 422.2, Separate Facilities: "Separate toilet facilities shall be provided for each sex." See also Table 422.1 of the plumbing code for fixture count requirements.  
<sup>2</sup> Include additional code-triggered required separate fixtures that must be added by the work of the new project, if any.  
<sup>3</sup> Pedestrian travel time is encouraged to be less than 2 minutes between building entrances to avoid extending break times and provide equivalent facilities  
<sup>4</sup> Modify form as needed if assessing changing rooms or showers

