

University of Denver Guidelines for All-Gender Restroom and Shower and Changing Facilities in Existing Facilities, New Construction, and Renovations:

I. Purpose/Scope

The purpose of the guidelines is to provide direction on the implementation of all-gender restroom facilities in University of Denver owned buildings. Consistent with the University's commitment to fostering a more diverse and inclusive community, these guidelines were created to provide safe and private restroom facilities for transgender and gender non-conforming campus community members, individuals with disabilities with special needs and/or with different-gender personal care attendants and family members with different gender children.

Under the Denver Building and Fire Code (amended December 19, 2016), all single-occupant restrooms within the City and County of Denver (CCD) must have signage indicating that they are open for use to all persons, regardless of gender. A single-occupant restroom is one that contains only one toilet and a sink, or a toilet and urinal with a sink, and is intended for use by one occupant at a time. Family or assisted-use restrooms must also be designated as gender-neutral. On multiple occasions during 2017 – 2018, University of Denver Facilities Management and Planning has engaged in discussions with CCD officials to interpret this code requirement, and how the University can meet its intent. DU maintains a campus of roughly 90 buildings with a total of 4 million gross square feet (sf) comprised of academic, administrative, athletic, performance, and residential buildings, varying in size from 194 to 466,000 sf, and built between 1878 and the present day. The guidelines outlined herein respects the spirit of today's standards of diversity and inclusiveness, while managing the huge range in size and age of DU's buildings.

These guidelines apply to University-owned facilities as well as rental facilities used for university-related purposes, where feasible. The guidelines address new construction as well as existing facilities, including those undergoing substantial renovation. Campus departments and units with responsibility for planning, developing or operating DU owned building spaces are required to comply with these guidelines.

Guidelines shall be consistent with applicable architectural accessibility guidelines, including the 2010 ADA Standards for Accessible Design. Project Managers are responsible for ensuring compliance with all applicable building code requirements.

Any concerns, use, suggestions or recommendations related to these guidelines should be submitted to the DU Office of Equal Opportunity & Title IX at 303.871.3931. Inquiries concerning facility construction, maintenance or repair should be directed to Facilities Management and Planning (FMP) at 303.871.2200.

II. Terminology

All-Gender Facility (sometimes referred to as a gender-inclusive or gender-neutral facility) is 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 that is not gender specific. The facility shall provide privacy and security for the individual user.

Gender-Specific Facility refers to designated space for use by one gender (i.e., male or female).

Unisex Restrooms are facilities with a toilet and/or urinal and sink and which have a locking mechanism to ensure privacy, and are typically designated with a sign depicting both a male and female symbol.

Restroom is any facility equipped with toilets, lavatories, and in some cases, urinals, which is used by the public for personal hygiene and comfort.

Single-Occupancy Restrooms are facilities with a toilet and/or urinal and sink and which have a locking mechanism to ensure privacy.

Multiple-Occupancy Restrooms are facilities with more than one plumbing fixture and/or that multiple persons can use at a time.

Family Restrooms are facilities that could include a toilet and/or urinal and sink and may also include a shower/changing area with a locking mechanism to ensure privacy. These are designated “Family Restrooms” with signage.

Shower and Changing Facility (sometimes referred to as a locker room) includes shower facilities and an area where an individual can disrobe and re-dress. A single-occupancy shower and/or changing area should be in a private space for use by a single occupant and have a locking mechanism to ensure privacy.

Alteration is defined as an architectural change, addition or modification in an existing building due to a change in occupancy or use, or structural repair. Alterations include, but are not limited to remodeling, renovation, reconstruction, historic restoration, changes or rearrangements of the structural parts or elements and changes or rearrangements in the plan configuration of wall and full-height partitions. Normal maintenance, reroofing, painting or changes to mechanical and electrical systems are not generally considered alterations. Restrooms should be evaluated when changes in occupancy and/or use of building occur, such as changing from an administrative to academic space.

III. Guidelines

All-gender facilities shall provide privacy and security for individual users and include spaces and fixtures equivalent to single-occupancy, gender specific facilities. Below are guidelines for all-gender restrooms and shower and changing facilities to assist Schools, Departments, Business Units and their project managers when designing and allocating restroom and locker room facilities in new construction and/or modifying these spaces during renovations.

A. Plans for Existing Facilities

In order to meet the CCD amendment requiring all existing single stall restrooms to be signed as gender neutral, DU Facilities Management has surveyed existing restrooms campus wide in order to determine the quantity of new signage required, determine ADA accessibility, confirm room numbers, and produce and install new signage. This survey covered the breath of facilities based on size, age, and infrastructure. Based on this survey, the following signage updates will be made:

1. Existing Single Occupancy – All Gender Restrooms

Some newer buildings and renovation projects have already incorporated all-gender signage into their single occupancy restrooms. These spaces are meeting CCD requirements but may require new signage to maintain consistency across campus.

2. Existing Single Occupancy – “Unisex” Restrooms

Since typical unisex restroom signage does not make reference to being “all-gender” or “gender inclusive,” this signage does not meet the requirements of the CCD Amendment. Therefore, all of these locations will be provided all-gender signage. Where a restroom is currently designated wheelchair accessible, the new sign will also include a wheelchair accessible symbol.

3. Existing Single Occupancy – Gender-specific restrooms

There exist on campus a number of single occupancy restrooms that are designated either male or female. Generally, these are to be re-signed all gender, however each facility was considered on a case by case basis within the context of the Denver ordinance and applicable International Building Codes (IBC) to come up with the appropriate solution for given situations:

- In cases where a (1) single occupancy male and (1) single occupancy female restroom exist on a floor or in a building, both restrooms will be re-signed all-gender.
- In cases where *all* restroom requirements for a given building or floor are met with single occupancy restrooms, DU will exercise judgement in determining the best method to 1) provide at least one all-gender restroom and 2) Maintain other plumbing code and accessibility requirements to the greatest extent possible.
 - Example 1: If a floor has (1) male single-occupancy restroom, (1) female single-occupancy restroom, and (1) Unisex or family restroom, the unisex restroom is to be re-signed all-gender, and the male and female gender-specific restrooms will remain.
 - Example 2: For buildings less than 25,000 square feet, a building has male single-occupancy restroom(s), female single-occupancy restroom(s), and Unisex or family restroom(s), the unisex restroom is to be re-signed all-gender, and the male and female gender-specific restrooms will remain.

- In cases where single occupancy male and female restroom counts are unequal on a floor or in a building, restrooms will be re-signed all-gender except the one remaining restroom.
 - Example 1: If a floor has (1) male single-occupancy restroom and (2) female single-occupancy restrooms, the male restroom and one female restroom is re-signed all-gender, but the remaining female restroom is left unchanged.
 - Example 2: If a floor has a multi-occupancy gender-specific restroom and (1) single-occupancy gender-specific restroom, the single-occupancy gender-specific restroom will remain.
- **Existing Multiple-Occupancy – All-Gender restrooms**

The CCD code does not currently consider multiple-occupancy – all-gender restrooms. Therefore, DU is not required to have any in this configuration to be in compliance.

B. New Construction

For University of Denver buildings in the programming phase, DU Facilities Management and Planning in cooperation with Schools, Departments and Business Units shall ensure the following types of buildings are equipped with the recommended number of all-gender spaces and fixtures:

1. **Academic Buildings** Defined as facilities that contain classrooms, seminar rooms, libraries, laboratories, auditoriums and faculty and student-related offices.
 - **Restrooms** – The construction of at least one single-occupancy, all-gender, wheelchair accessible restroom per building. Restrooms on multiple floors should be considered for large buildings or those with a high volume of student circulation. Each facility will minimally contain a toilet (no urinal), lavatory, sanitary product disposal, and a locking door.
 - **Shower and Changing Facility** – When provided, a single-occupancy shower and changing facility shall be identified as all-gender. If multiple-occupancy shower and changing facilities are provided, then a separate all-gender shower and changing facility shall be provided.
2. **Public Use Buildings** Defined as buildings that contain a high volume of student and public circulation, including sports facilities, concert halls, museums, restaurants and cafés, etc).
 - **Restrooms** – The construction of at least one single-occupancy, all-gender, restroom per building. It is recommended that buildings of this type contain more than one all-gender restroom. Each facility will minimally contain a toilet (no urinal), lavatory, sanitary product disposal, locking door.
 - **Shower and Changing Facility** – When provided, a single-occupancy shower and changing facility shall be identified as all-gender. If multiple-occupancy shower and changing facilities are provided, then a separate all-gender shower and changing facility shall be provided. It is recommended that buildings of this type that are used

heavily by performers and sports teams contain more than one all-gender shower and changing facility, particularly in spaces offering public (patrons/guests) and private (performers, sports teams, etc.) use.

3. **Administrative Buildings** Defined as facilities that primarily house business and administrative units and are not open to the public. These buildings do not have a high volume of student circulation and do not contain student auditoriums or classrooms.
 - **Restrooms** – The construction of at least one single-occupancy, all-gender restroom per building. Each facility will minimally contain a toilet (no urinal), lavatory, sanitary product disposal, locking door.
 - **Shower and Changing Facility** – When provided, a single-occupancy shower and changing facility shall be identified as all-gender. If multiple-occupancy shower and changing facilities are provided, then a separate all-gender shower and changing facility shall be provided.
4. **Residential Buildings** Defined as facilities where undergraduate and graduate students reside and where restrooms and shower/changing facilities are shared.
 - **Restrooms** – The construction of at least one ADA accessible single-occupancy, all-gender restroom per building. For larger dorms, it is highly recommended that one such facility is provided per wing or floor. Each facility will minimally contain a toilet (no urinal), lavatory, sanitary product disposal, locking door. The presence of multiple-occupancy, all-gender restrooms does not negate the need for a single-occupancy facility. ** In student residences where members of the public access common use areas, there shall be at least one ADA accessible all-gender restroom for public use.*
 - **Shower and Changing Facility** – The construction of at least one ADA accessible single-occupancy, all-gender shower and changing facility per building. For larger dorms, it is highly recommended that one such facility is provided per wing or floor. The presence of multiple-occupancy, all-gender shower and changing facilities does not negate the need for a single-occupancy facility.

C. Alterations and Renovations

Facilities Management and Planning (FMP) will address the applicability of the guidelines to the existing project and evaluate if additional University funds can be administered in order to upgrade restrooms and shower and changing facilities to the new University standard. Please contact the FMP at 303.871.2200 for additional assistance.

1. Buildings undergoing a total renovation shall be evaluated on a case by case basis to include all-gender restrooms and single-occupancy shower and changing facilities (when applicable) applying the following standards:
 - **Restrooms** – Design at least one single-occupancy, all-gender restroom per building. Each facility will minimally contain a toilet (no urinal), lavatory, sanitary product disposal, locking door



- **Shower and Changing Facility** – When a shower and changing facility will be provided as part of the renovation, design at least one single-occupancy, all-gender shower and changing facility per building.
2. Partial alterations/renovations to University of Denver buildings/spaces shall be evaluated to determine the feasibility of incorporating the all-gender restroom guidelines on a case by case basis.

D. Signage

All-gender restrooms will be identified per the requirements set forth in CCD building codes and 2010 ADA Standards for Accessible Design for restroom signage. Signage will include a toilet symbol and lettering stating “ALL-GENDER RESTROOM” as well as corresponding braille lettering. The International Symbol of Accessibility shall be included as applicable. Shower and changing facilities will be identified with similar signage (alternate pictogram optional) including “All-Gender Shower/Changing Room.”

IV. Coordination and Approval

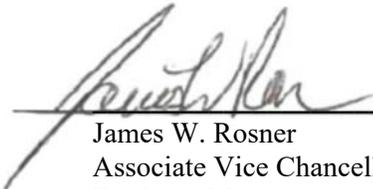
A. Coordination

These guidelines were drafted by Facilities Management and Planning and coordinated with the following offices with a final review on April 17, 2018:

- Human Resources and Inclusive Community
- Office of Equal Opportunity & Title IX.
- Campus Life and Inclusive Excellence
- Inclusion & Equity Education and LGBITQA Services
- Office of Diversity and Inclusion
- Business and Financial Affairs
- Enterprise Risk Management
- Disability Services Program

B. Approvals

These guidelines have been reviewed and approved with an effective date as signed:

 4-19-18

 James W. Rosner Date
 Associate Vice Chancellor
 Facilities Management & Planning

 4-25-18

 Laura Maresca Date
 Vice Chancellor
 Human Resources & Inclusive Community



Appendix A: Typical All-Gender Restroom Signage



Accessible Sign



Non-Accessible Sign



Appendix B: All-Gender Restroom Location Inventory

Building Name	Floor	Assigned Room #	Accessible?
Academic Office Annex	1	001	No
Academic Office Annex	1	002	No
Ammi Hyde	1	140	Yes
Anderson Academic Commons	1	161	Yes
Anderson Academic Commons	2	210	Yes
Anderson Academic Commons	2	211	Yes
Anderson Academic Commons	2	261	Yes
Anderson Academic Commons	3	361	Yes
Barton Lacrosse	2	203A	Yes
Boettcher Auditorium	1	132	Yes
Boettcher Auditorium	1	134	Yes
Boettcher West	2	247	No
Centennial Towers	1	112	Yes
Centennial Towers	1	118	Yes
Centennial Towers	1	128	Yes
Chambers Center	1	132	Yes
Chambers Center	1	134	No
Chambers Center	2	231	Yes
Chambers Center	2	232	No
Chambers Center	3	331	Yes
Cherrington Hall	1	114A	Yes
Craig Hall	1	177	Yes
Craig Hall	2	254	Yes
Craig Hall	2	256	Yes
Craig Hall	3	354	Yes
Craig Hall	3	356	Yes



Craig Hall	4	454	Yes
Craig Hall	4	456	Yes
Custodial House	1	104	Yes
Daniels	3	361A	Yes
Daniels	3	361B	Yes
Daniels	3	361C	Yes
Daniels	4	461A	Yes
Daniels	4	461B	Yes
Daniels	4	461C	Yes
Daniels	5	561A	Yes
Daniels	5	561B	Yes
Daniels	5	561C	Yes
Daniels	6	661A	Yes
Daniels	6	661B	Yes
Daniels	6	661C	Yes
Evans Parking	2	203	Yes
Evans Parking	3	303	Yes
Evans Parking	3	304	Yes
Evans Parking	4	402	Yes
Evans Parking	4	404	Yes
Fisher Center	1	109A	N/A
Fisher Center	1	112A	N/A
Fisher Center	1	113A	N/A
Fisher Center	1	114	Yes
Fisher Center	1	116A	N/A
Fisher Center	1	117A	N/A
Fisher Center	1	119A	N/A
Fisher Center	1	121	Yes
Fisher Center	1	123A	N/A
Fisher Center	1	126A	N/A



Fisher Center	1	157	No
Fisher Center	2	205	Yes
Fisher Center	2	213	Yes
International House	0	TBD	Yes
International House	0	TBD	Yes
International House	1	TBD	No
International House	1	TBD	No
International House	2	TBD	No
IT Building	1	115	Yes
IT Building	3	307	Yes
IT Building	3	308	Yes
John Moyer Hall	2	209A	Yes
John Moyer Hall	2	209B	Yes
Leo Block	1	104	Yes
Leo Block	1	105	Yes
Margery Reed	1	114C	Yes
Mary Reed	4	426	No
Mary Reed	5	500A	No
Mary Reed	6	600A	No
Mary Reed	7	700A	No
Nagel Hall	0	079	Yes
Nagel Hall	0	067	Yes
Nagel Hall	0	030	Yes
Nagel Hall	0	032	Yes
Newman Center	0	090A	Verify
Newman Center	1	195	Verify
Newman Center	1	190A	Yes
Newman Center	2	250I	Yes
Newman Center	3	325	Yes
Newman Center	3	325	Yes



Olin	1	123	No
Olin	1	124	No
Olin	2	222	No
Olin	2	224	No
Physics	0	011	Yes
PM Bungalow	0	003	No
PM Bungalow	1	103	No
Ricketson Law	2	230A	Verify
Ricketson Law	2	230B	Yes
Ricketson Law	2	230C	Verify
Ricketson Law	3	330A	Verify
Ricketson Law	3	330B	Yes
Ricketson Law	3	330C	Verify
Ritchie Wellness Center	1	1326	Yes
Ritchie Wellness Center	1	1317	Yes
Ritchie Wellness Center	1	1319	Yes
Ritchie Wellness Center	1	1236	Yes
Ritchie Wellness Center	1	1443	No
Ritchie Wellness Center	1	1445	No
Ritchie Wellness Center	1	1553	No
Ritchie Wellness Center	1	1556	No
Ritchie Wellness Center	2	2519	Yes
Ritchie Wellness Center	3	3505	Yes
Ritchie Wellness Center	3	3518	Yes
Rose Cottage	1	102	Yes
Rose Cottage	1	104	Yes
Ruffatto Hall	1	137	Yes
Ruffatto Hall	4	405	Yes
SAE House	0	B011	No
SAE House	1	B110	Yes



Sie Pavilion	1	154	Yes
Sie Pavilion	1	166A	Yes
Sie Tower	5	5003	Yes
Stapleton Tennis Pavilion	2	204B	Yes
Stapleton Tennis Pavilion	2	204B	No
University College	1	110	Yes
University College	1	111	No
University College	2	212	No
University College	3	309	Yes
University College	3	311	No
University Hall	0	G021	Yes
Wesley	1	108	No
Wesley	2	201	No
Wesley	2	207	No
Wesley	3	307	No