# City of Walnut Creek
## Development Review Services
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## Guidelines for Calculating Disabled Access Parking Requirements Associated with Tenant Improvements – How Many Accessible Spaces are Required Under the California Building Code?

For new buildings, the disabled access regulations for determining the number of accessible parking spaces that are required to be installed is fairly straight forward: It is based upon the total number of non-disabled parking spaces provided.

For existing facilities, however, the accessible parking requirements for projects consisting of small tenant spaces is not clear. It is not clear how many accessible parking spaces will be required to be fully upgraded to current regulations for Areas of Remodel that are only a fraction of the overall building's floor area. The code appears to refer to the new building provisions for all upgrade provisions related to parking facilities. The purpose of this guideline is to present the City of Walnut Creek's regulatory policy when tenant improvements are being performed on only a portion of the building's floor area.

The method of determining the number of required parking spaces to be upgraded will involve three-steps:

1.  Calculate the Area-of-Remodel, in square feet, associated with the work to be performed. For projects involving only a portion of a tenant space, the Area-of-Remodel will only be that associated with the sum of the room areas that are associated with the work. In these cases the Area-of-Remodel would not necessarily be that of the overall tenant space.

2.  Using an average parking ratio requirement of one non-accessible parking space to two-hundred and fifty square feet of remodeled area (1 parking space per 250 s.f. of floor area), calculate the number of non-accessible parking spaces that would be associated with the Area of Remodel. Round up fractional numbers to next integer value (25.3 required spaces becomes 26 required spaces).

3.  Using the number of non-accessible parking spaces associated with the space from Step 2, enter California Building Code Table 11B-6 (SPACES REQUIRED) to determine the number of accessible parking spaces that will be required for the project.

The parking ratio used in Step 2 (1 non-accessible space per 250 square foot of floor area) was selected because it represents a reasonable average between the City's zoning-specified parking ratios for Office and Retail spaces, which are the majority of the permit activity that the City experiences. The designer is encouraged to use a ratio of 1:200 for healthcare office uses.

If a building is undergoing a major exterior upgrade, such as occurs within shopping centers, then the City will require that all accessible parking facilities meet the provisions for New Buildings; that is, the

number of accessible parking facilities required will be based upon the total number of existing non-accessible spaces per CBC Table 11B-6.

If the applicant seeks the exception to CBC Section 1129B.4 Item 1, then the applicant must use the City's zoning ordinance's prescribed required-parking ratio within the appropriate use category for evaluating whether the existing site has fewer parking spaces than the zoning ordinance would otherwise require. Also, as a condition to allowing the exception, the Planning Department must specifically disallow the installation of the accessible spaces under the Municipal Code's zoning provisions. Therefore, even if the available number of parking spaces does not meet zoning provisions, if the Planning Department does not object to having existing parking spaces converted to accessible parking spaces nor of having an overall reduction in available parking spaces due to the conversion of existing spaces into accessible parking, then accessible parking facilities with be required.