Town of Comox, Planning Department

Parking Calculation Tool - Vehicles and Bicycles

USER'S GUIDE

1809 Beaufort Avenue, Comox BC, V9M 1R9
Phone: 250-338-1118
Fax: 250-339-7110
Email: town@comox.ca

Last updated July 2013

Parking Calculation Tool - Vehicle and Bicycle

The tool is a Microsoft Excel spreadsheet laid out in clear step by step instructions. More detailed information is provided in this reference guide. The tool is designed as a standalone file. This tool is available for convenience purposes only and should not be used for legal or interpretive purposes without references to Town of Comox, Zoning Bylaw 1377 and amending bylaws. The use of the tool is broken down as follows:

Definitions

Class I Bicycle Parking Space
A bicycle parking space provided within a bike rack.

Class II Bicycle Parking Space
A bicycle parking space provided within a bike rack and bicycle room, or a bicycle parking space located within a bicycle locker.

Step 1 - Use Areas

Input the areas for each use intended within the proposed development. The full gross floor area should be used; the tool will determine 80% of the area automatically. Most uses require the area in square metres but in some cases other methods of measurement are used such as number of seats, units or bedrooms. The end of step 1 provides the total number of required standard vehicle parking spaces, visitor vehicle parking spaces and oversized vehicle parking spaces as well as, the recommended minimum number of Class I and Class II bicycle parking spaces.

Step 2 - Vehicle Parking Space Reductions

Input the number of proposed Class I and Class II bicycle parking spaces. The zoning bylaw in Section 6.8 grants reductions in vehicle parking requirements if the recommended number of bicycle parking spaces is met. Step 2 calculates the possible reduction in vehicle parking spaces based on the proposed number of bicycle parking spaces.

Reductions in vehicle parking spaces will be subtracted from either the total number of standard vehicle parking spaces or visitor vehicle parking spaces based on the intended user of the provided bicycle parking spaces. In general, short term users will utilize Class I bicycle parking spaces, while long term users will use Class II bicycle parking spaces. This will be considered individually for each application.

Step 3 - Parking for Restaurants

Step 3 can be skipped if no restaurant is proposed. The zoning bylaw in section 6.9 and 6.10 outlines different reduction methods for vehicle parking requirements specific to restaurants. In this step, the user must answer five questions regarding:

(1) the amount of seating in the restaurant,
(2) the area of the restaurant,
(3) the location of the restaurant, inside or outside downtown (see tool for map),
(4) the proposed Class I bicycle parking spaces, for the restaurant; and
(5) the proposed Class II bicycle parking spaces, for the restaurant.

With this information, the recommended number of minimum bicycle parking spaces for a restaurant is presented. The rate at which vehicle parking is to be provided for the restaurant is also presented and the resulting required number of spaces is returned.

Step 4 - Accessible Parking Spaces

Input the zone that the subject property is located within. The short code for the zone must be used as found in Section 4 Establishment of Zones, with no spaces used. A summary of the short codes for the zones are found in the table below. Section 6.11 of the zoning by law requires accessible parking spaces only for uses within a commercial zone. The zoning by law requires that one of the required parking spaces be provided an accessible space if between 10 and 50 parking spaces are required overall. If greater than 50 parking spaces are required the rate at which accessible parking spaces shall be provided is determine in the British Columbia Building Code and not in the zoning bylaw. The standards for accessible parking spaces are set out in the British Columbia Building Code.

Residential	Multi-Family	Commercial	Marine	Industrial	Park	Institutional	Agricultural
R1.1	RM1.1	C1.1	M1.1	I1.1	P1.1	PA1.1	AG1.1
R1.2	RM1.2	C2.1	M1.2	I2.1	P1.2	PA1.2	
R1.3	RM2.1	C2.2	M2.1		P2.1	DND1.1	
R2.1	RM2.2	C2.3	M2.2				
R2.2	RM2.3	C3.1					
R3.1	RM3.1	C4.1					
R3.2	RM3.2	C5.1					
R3.3	RM4.1	C6.1					
R3.4	RM5.1	CD6.1					
R3.5	RM5.2	CD11					
R3.6	CD1.2	CD13					
R3.7	CD2						
CD1.1	CD4						
CD3	CD7						
CD5	CD8						
CD9	CD10						
CD14	CD12						
CD15	CD16						
CD17							
CD18							

Step 5 - Loading Spaces

Input the total gross floor area for the proposed development. Section 6.17 of the zoning by law requires loading spaces only in Commercial and Industrial zones with over 475 m^2 gross floor area. This step uses the zone information inputted in the previous step as well as the total gross floor area proposed. A maximum of one loading space may be required.

Summary of Parking Requirements

The final section of the tool presents all the requirements determined throughout the spreadsheet in one location. The number of required parking spaces that are permitted to be small car spaces is also presented. The tool can be printed and submitted with the application to demonstrate that the parking requirements have been considered and met. Space is provided on the summary page to insert the date, the applicant's name and the civic address for the proposed development.

Feedback

This tool is a new initiative from the Planning Department and we would like to hear how it has worked for you in the application process. Any suggestions or comments regarding this tool would be greatly appreciated. If there are elements of the tool or this user guide that are unclear please let us know. Our hope is to continue updating this tool as a resource in the application process.

We want to hear from you!

Write: 1809 Beaufort Avenue, Comox BC, V9M 1R9

Phone: 250-338-1118

Fax: 250-339-7110

Email: town@comox.ca