

# Memorandum

**From:** Farah Madon  
**Project:** 4 Innesdale Road WOLLI CREEK  
**Re:** Accessible car parking spaces in development

**Date:** 21-10-2016  
**Job No:** 215380  
**No of Pages:** 3

| To              | Attention       | Fax No/ Email                 |
|-----------------|-----------------|-------------------------------|
| Bayside Council | Fiona Prodromou | fprodromou@bayside.nsw.gov.au |

Dear Ms Prodromou,

The above boarding house development has the following provisions,

- 38 Single Occupancy Rooms (includes 2 accessible rooms)
- Total of 9 Car-spaces

The boarding house has a BCA classification of Class 3. First we determine the number of required accessible units. As can be seen in snapshot from the BCA below, 38 rooms will require 2 accessible rooms.

**Table D3.1 REQUIREMENTS FOR ACCESS FOR PEOPLE WITH A DISABILITY**

| Class of building                              | Access requirements                        |
|--|--|
| <b>Class 3</b>                                 |  |
| If the building or group of buildings contain— | To and within—                             |
| 1 to 10 <i>sole-occupancy units</i>            | 1 <i>accessible sole-occupancy unit</i> .  |
| 11 to 40 <i>sole-occupancy units</i>           | 2 <i>accessible sole-occupancy units</i> . |

Next we determine accessible parking spaces based on BCA Table D3.5 (snapshot below) which shows the formula for calculations of accessible parking spaces for a Class 3 development.

**Table D3.5 CARPARKING SPACES FOR PEOPLE WITH A DISABILITY**

| Class of building to which the <i>carpark</i> or <i>carparking area</i> is associated   | Number of <i>accessible</i> carparking spaces <i>required</i>  |
|---|--|
| <b>Class 1b and 3</b>   |  |
| (a) <i>Boarding house</i> , guest house, hostel, lodging house, backpackers accommodation, or the residential part of a hotel or motel. | <p>To be calculated by multiplying the total number of carparking spaces by the percentage of—</p> <p>(i) <i>accessible sole-occupancy units</i> to the total number of <i>sole-occupancy units</i>; or</p> <p>(ii) <i>accessible bedrooms</i> to the total number of <i>bedrooms</i>; and</p> <p>the calculated number is to be taken to the next whole figure.</p> |

The formula requires the following,

Total number of car parking spaces (9) x % of accessible bedrooms (2) to total number of bedrooms (38)

$$= 9 \times \frac{2 \times 100}{38} = 9 \times 0.0526 = 0.4734 = 1 \text{ (rounded up to the next whole figure)}$$

**Therefore 1 accessible parking space is required by the development.**

Please feel free to contact me if you have any further questions in regards to this letter.

Kind regards,



**Farah Madon**

*Architect & ACAA Accredited Access Consultant*  
*ARN 6940, ACAA 281, LH 10032*

*on behalf of*

**Accessible Building Solutions**

**0412 051 876**

## Statement of experience

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**Name:** Howard Moutrie  
**Qualifications:** B. Arch (Hons)  
Registered Architect ARB Reg. No 4550 Registered 1988  
OHS Induction Training  
OHS – Monitoring a Safe Workplace  
QA Assessor/Auditor  
Registered Assessor of Livable Housing Australia (License no 10054)

**Memberships:** ACAA Accredited Access Consultant Reg. No. 177  
**Past & Current** RAIA A+ Member Level 1  
Standards Australia ME/64 Committee (Access Standards)  
Sutherland Council Design Review Panel  
Sutherland Council Access Committee  
City of Sydney Access Panel 2010  
Building Professionals Board Access Advisory Panel  
ACAA NSW Network of Access Consultants Management Committee

**Experience:** Howard Moutrie is an architect with over 30 years of experience and an accredited Access Consultant with the Association of Consultants in Access Australia (ACAA). Howard has worked both in Australia and internationally.

Howard is an experienced practicing access consultant and has previously spent 10 years on the Standards Australia Disabled Access Committee ME/64, providing input into the AS 1428 suite of Standards and the Adaptable Housing Standard. Howard has provided comment to numerous Councils on their Access Policy and acted as an expert witness in the Land & Environment Court.



Howard specializes in access consultancy services within the built environment. Services include design advice, access auditing of buildings, reports for building and development approval, alternative solutions, expert witness and luminance contrast testing.



Howard maintains a high level of continuing education programs and has presented at numerous seminars and training sessions including:

- ACAA National Conference
- ACAA State Network Seminars
- RAIA Network Seminars
- Building Designers Association Seminars
- Sutherland Council Assessment Staff



**Farah Madon**, is an experienced practicing access consultant and a Sub-Consultant of Accessible Building Solutions. Farah is a:

- Registered Architect (ARB Reg. No 6940) with 17 years of experience
- ACAA Accredited Access Consultant (Reg. No. 281)
- Registered Assessor of Livable Housing Australia (License no 10032)

Farah has attained Certificate IV in Property (Access Consulting) in Units PRDAC401A/403A/503A and OHS Construction Induction Training Certificate



Farah also participates on the following committees:

- Penrith City Council's Access Committee Member
- Vice President of Association of Consultants in Access Australia (ACAA)
- Management Committee member of ACAA NSW Network of Access Consultants
- Member of the RAIA's National Access Work Group