



## Floor Area Measurement Best Practices #8

### Floor Service & Amenity Areas on Single Tenant Floors

Applicable to: BOMA 2010 Office Standard (ANSI/BOMA Z65.1-2010)

Approved: 03-Apr-2014

**Introduction** The Floor Measurement Standards Committee of BOMA International has approved this Best Practice to provide guidance in addition to that included in the BOMA 2010 Office Standard. This Best Practice does not modify the BOMA 2010 Office Standard published as ANSI/BOMA Z65.1-2010 but may be considered for inclusion in future updates of that publication. The provisions in section of the Legal Notice page of ANSI/BOMA Z65.1-2010 are included herein by reference.

**Question:** **When a multi-occupant floor transitions to a single-occupant floor, should any areas classified as Service and Amenity Areas be reclassified as Occupant Area?**

**Answer:** When using Method A of the BOMA 2010 Office Standard, Floor Service Areas such as: elevator lobbies and corridors (sometimes referred to as “Primary Circulation”) and Floor Amenity Areas (e.g., conference rooms, break rooms, etc.) should be reclassified as Occupant Area. However, Floor Service Areas, such as; restrooms, janitorial closets, electrical, telephone and mechanical rooms, should not be reclassified as Occupant Area. Furthermore, Building Service & Amenity Areas should not be reclassified as Occupant Area, since such areas benefit all occupants in a building.

When using Method B of the BOMA 2010 Office Standard, Base Building Circulation must never be reclassified as Occupant Area or influenced by any change in floor occupancy. Likewise, Floor Service Areas should not be reclassified as Occupant Area. Floor Amenity Areas, although rare, may be reclassified as Occupant Area, but one should consider that such a change will affect the rentable area of all occupants in the building. This can be avoided by originally classifying each Floor Amenity Area as an Occupant and separately determining how its area is applied and charged back to the occupants who benefit from it.

**Citations:** Office Buildings: Standard Methods of Measurement (ANSI/BOMA Z65.1–2010)

**Legal Notice:** *BOMA does not certify, approve, or endorse any individual, firm, device, or software for the measurement of floor areas.*

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