

OFFICE BUILDINGS:  
**STANDARD METHODS OF MEASUREMENT**



Building Owners and Managers  
Association (BOMA) International

[www.boma.org](http://www.boma.org)



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*An American National Standard*  
*Approved May 11, 2010 by American National Standards Institute, Inc.*  
*Secretariat*  
*Building Owners and Managers Association International*

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## ACKNOWLEDGEMENTS

BOMA wishes to extend its appreciation to those individuals who contributed to the development of *Office Buildings: Standard Methods of Measurement*.

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# INTRODUCTION

For nearly 95 years, BOMA International has sponsored the Standard Method for Measuring Floor Area in Office Buildings. This BOMA Standard has been the one accepted and approved by the American National Standards Institute (ANSI). It is a method of measurement used by building owners, managers, facility managers, occupants, appraisers, design professionals, measurement professionals, leasing professionals, lending institutions and others to compute rentable areas in office buildings throughout the United States, Canada, and many other countries.

This publication is a continuation of the standard originally published by BOMA in 1915 and revised on several occasions to meet the changing needs of the real estate market and the evolution of office building design. A list of previous editions can be found in the Appendix.

This new version of the standard was renamed "Office Buildings: Methods of Measurement" to reflect the many revisions herein. Several factors drove these revisions:

- For three years ending in 2007, a working group of individuals representing BOMA and the International Facility Managers Association (IFMA) worked in response to a mandate from their respective organizations to produce a measurement methodology and terminology that could be shared by both organizations. The result of their work was a document, "A Unified Approach for Measuring Office Space for use in Facility and Property Management," published in 2008, which drove many of the changes in this standard. A summary of the changes in terminology can be found in the Appendix.
- A method was needed for computing rentable areas in multi-story multiple-occupant buildings using a single load factor on all floors, which was not permitted by the 1996 standard. In response, the "Single Load Factor" approach, called Method B, was added as an option to this standard. The general methodology of the 1996 standard has been continued in this standard as Legacy Method A.
- A method was needed for separately leasing certain occupant areas in a building, such as basement occupant storage, based only upon their usable area without application of a load factor. A new class of space, "occupant storage", was introduced to accommodate this need in a consistent manner.
- The standard needed to respond to certain regional leasing practices, particularly in tropical climates, which resulted in the refinement of enclosure requirements and recognition of limited external (unenclosed) circulation.
- The development and publication by BOMA of "Gross Areas of a Building: Standard Methods of Measurement (ANSI/BOMA Z65.3-2009)" in June of 2009 eliminated the need for Gross Area to be defined in this standard and also introduced certain concepts like voids that required coordination with this standard. Revisions to this standard also include coordination with the BOMA "Industrial Buildings: Standard Methods of Measurement (ANSI/BOMA Z65.2-2009)" released in 2004 and anticipated future BOMA standards.
- The "Answers to "26 Key Questions About the BOMA Standard Method of Measuring Floor Area in Office Buildings", published separately as a companion to the 1996 standard, have been incorporated into this standard, along with numerous other enhancements, such as a Wall Priority Diagram, and expanded coverage of measurement issues to facilitate clearer and more consistent application of the standard.
- Growth in the acceptance and use of electronic documents now permits greater use of color, hyperlinks and greatly improved graphic resolution that increase the clarity and ease of use of the standard.

Users of the previous versions of this standard will note that it has been reorganized to present information in a more logical order. The Global Summary of Areas that was presented at the end of the predecessor standard is now part of the Measurement Methodology and includes sample data to make it clearer. Blank worksheets for the Global Summary of Areas with MS Excel® formulas are now available at the end of the Illustration section to make it easier to use electronic spreadsheets for rentable area calculations.

## SECTION 1A: SCOPE

This standard's purpose is:

- To permit clear communication among all participants in the commercial real estate industry
- To foster consistent, unambiguous measurement of rentable areas
- To allow comparison of values on the basis of a clearly understood and generally agreed upon method of measurement

This Standard may be used to measure space in both existing and new office buildings. This standard takes a building-wide approach to the measurement of floor area, providing a common basis for measuring not only space that is used exclusively by occupants but also space that benefits all occupants and the allocation thereof to occupants.