

INSTRUCTIONS FOR MEASURING SPACE

Assignable Area

Definition: The sum of all floor or surface areas of a building assigned to, or available for assignment to, an occupant or user, including every type of space functionally usable by an occupant or user.

Description: The amount of space that can be used for programs (functions) or assigned to occupants is known as the *Assignable Area*. The Assignable Area of a room is the area measured within the interior walls of the room. The code value of a large open space is based on the predominant function of the space. Included are the space subdivisions of the ten major room use categories for assignable space that are used to accomplish the institution's mission: classrooms, laboratories, office facilities, study facilities, special use facilities, general use facilities, support facilities, health care facilities, residential facilities, and unclassified areas. See Appendix A. for "Criteria for Assignable Space" A .PDF of *Room Use Codes and Definitions* can be found on the Capital Planning website. ([Type "Capital Planning" in the search box on the UCI home page, click on Capital Planning, then click on Facilities Inventory on the left side](#)).

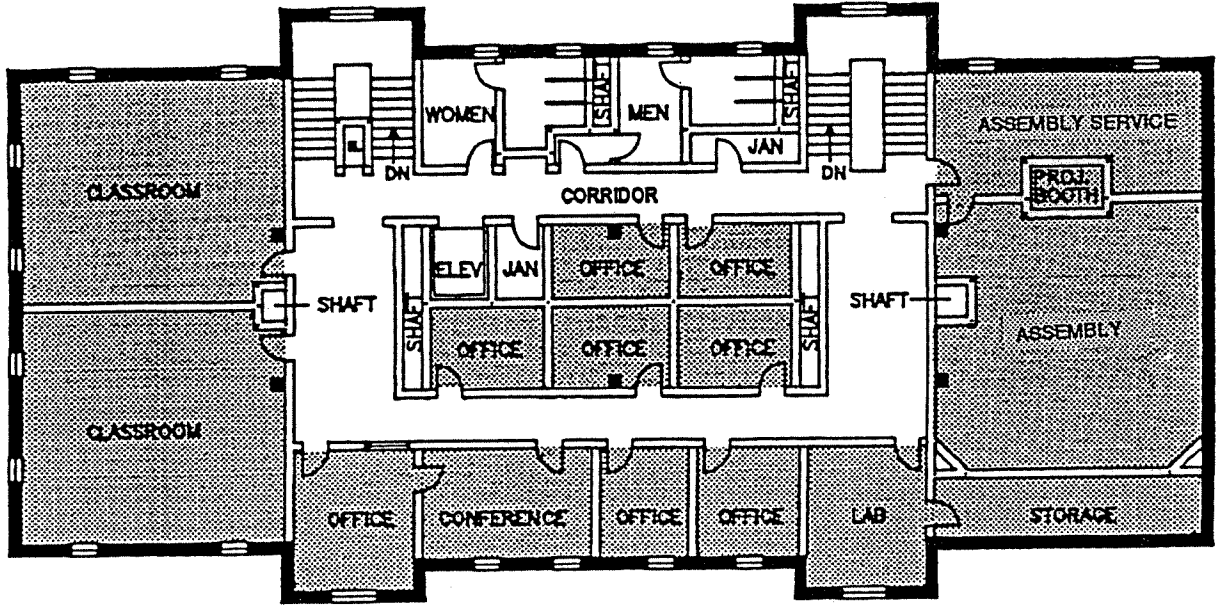
Basis for Measurement: Assignable area is computed by physically measuring or scaling measurements from the *inside* faces of surfaces that form the boundaries of the designated areas.

Measuring Large Open Spaces: When dealing with a large open space, measure from wall to wall, regardless of the soft corridors that may exist within the space.

Exclusions: Deductions should not be made for necessary free-standing columns or architectural and structural projections. Areas defined as custodial, public toilet, circulation (including established hallways defined by hard walls), and mechanical are excluded.

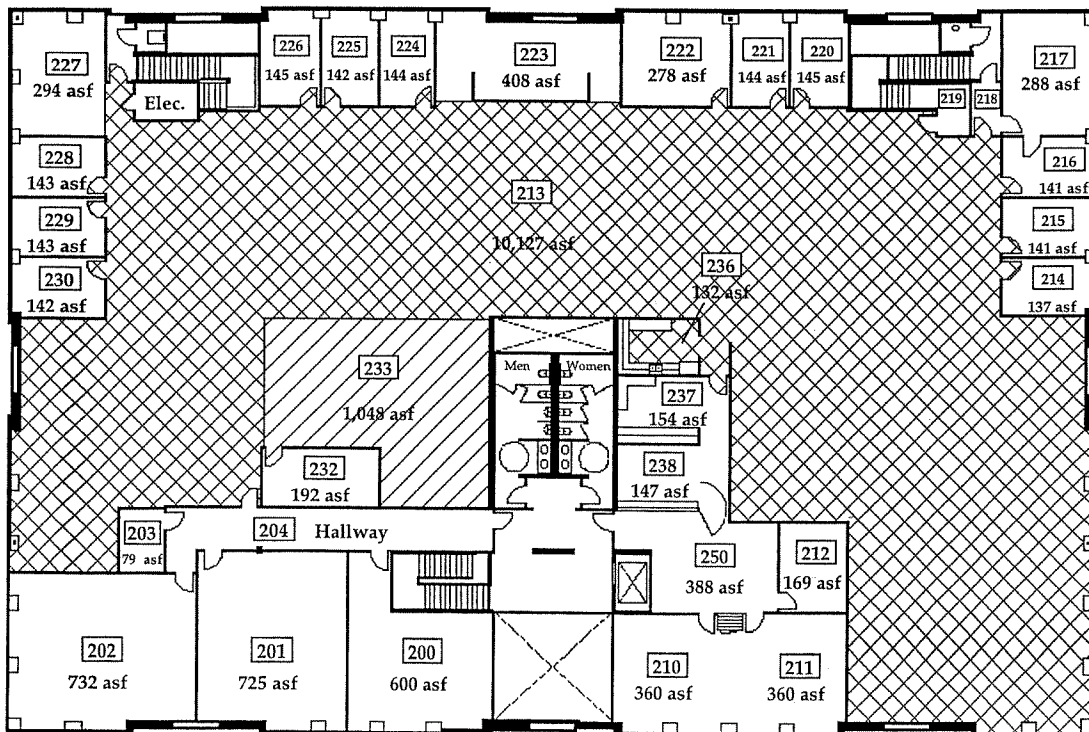
CALCULATION OF ASSIGNABLE AREA	
ROOM USE CATEGORIES	
100	– Classroom Facilities
200	– Laboratory Facilities
300	– Office Facilities
400	– Study Facilities
500	– Special Use Facilities
600	– General Use Facilities
700	– Support Facilities
800	– Health Care Facilities
900	– Residential Facilities
000	– Unclassified Areas
TOTAL ASSIGNABLE AREA	
(Sum of lines 1+2+3+4+5+6+7+8+9+10)	

Drawing: Assignable Area



FIRST FLOOR

Drawing: Large Open Space



Nonassignable Area (Unreported Space)

There are various kinds of areas within a building that are essential but which are not assigned directly to support programs: Custodial Services Area, Public (General Access) Toilet Areas, Circulation (Public) Area, and mechanical Area. These areas are not reported in the inventory.

Nonassignable Area = Custodial + Public Toilet + Circulation + Mechanical + Telephone + Electrical

ROOM USE CATEGORIES
Custodial Services Area
Public (General Access) Toilet Area
Circulation (Public) Area
Mechanical Area
TOTAL NONASSIGNABLE AREA (Sum of lines 1+2+3+4)

Definitions & Descriptions of Nonassignable Area

Custodial Service Areas

Definition: The sum of all areas on all floors of a building used for building protection, care, maintenance, and operation.

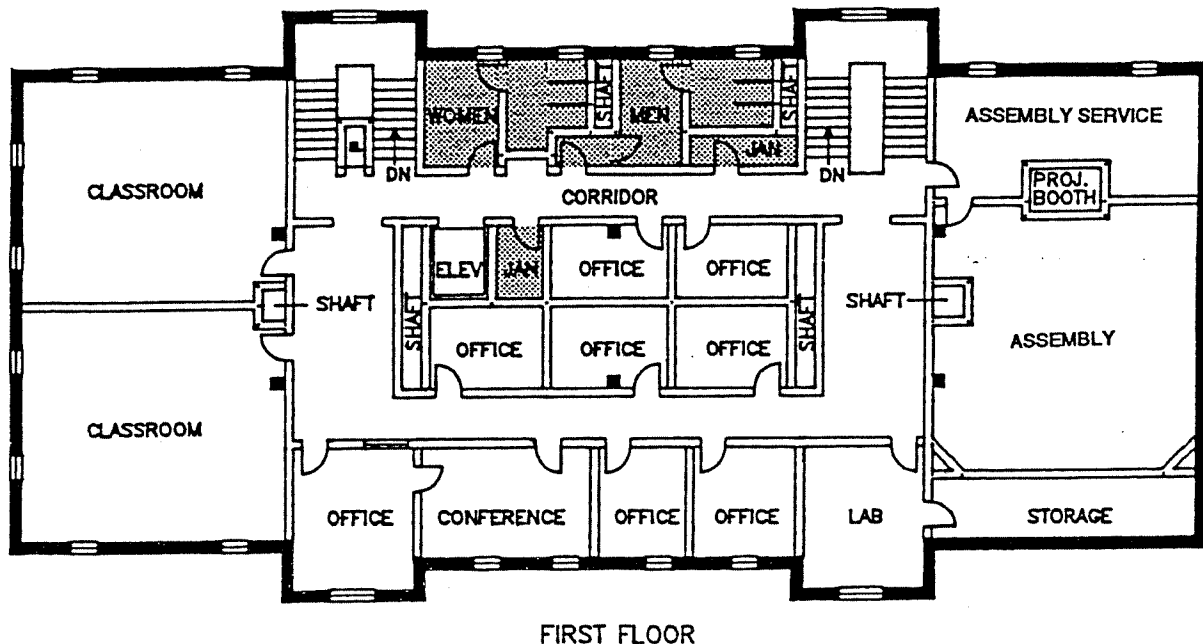
Description: Includes janitor closets or similarly small cleanup spaces, interior incinerator rooms, custodial toilets, maintenance material storage areas, trashrooms exclusively devoted to the store of non-hazardous waste created by the building occupants as a whole, and other specialized custodial facilities which are usable only for building maintenance.

Public Toilet Area

Definition: That area devoted to nonassignable public or general access toilet facilities.

Description: Includes public or general access toilet rooms, including cot rooms and vestibules.

Drawing: Custodial Services and Public Toilet Areas

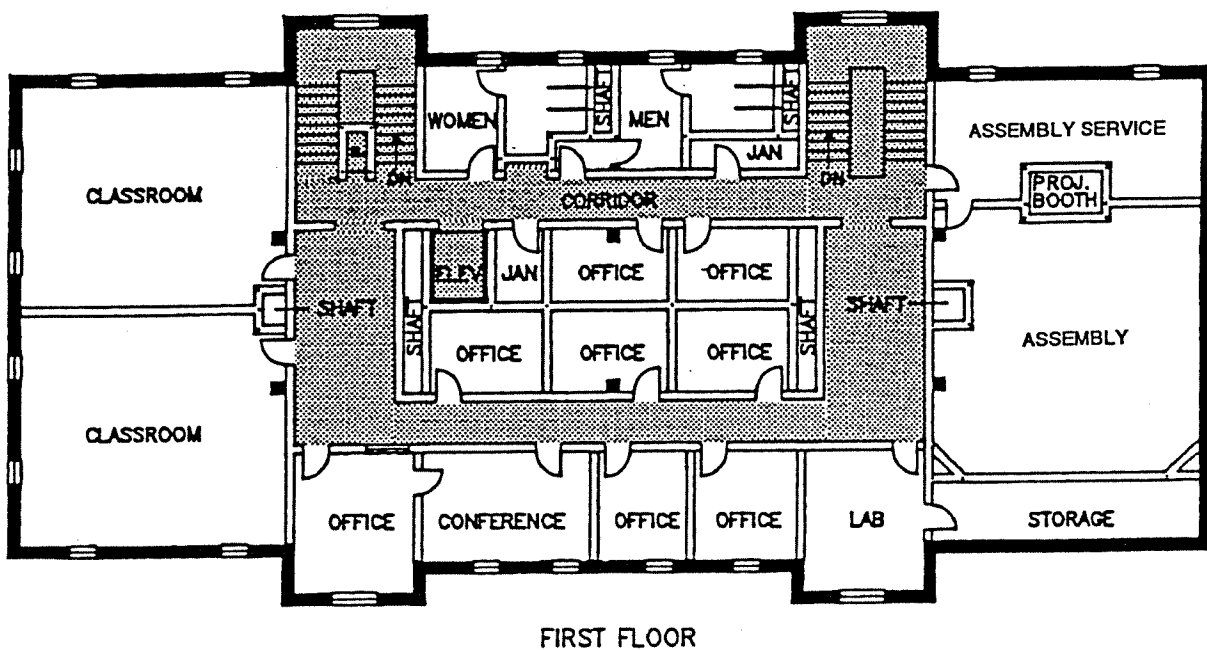


Circulation Area

Definition: The sum of all areas on all floors of a building that are required for physical access to a certain space.

Description: Included should be, but is not limited to, corridors (access; public, private and service), elevator shafts, escalators, stairs, stair halls, fire and smoke towers, lobbies for general circulation (e.g., public, entrance, elevator) that do not serve operational functions such as reception and waiting, public vestibules, pedestrian tunnels and bridges, and loading platforms or docks serving various departments within the building (except when required for operational reasons and thus, included in assignable area). Any part of a loading dock that is not covered is to be excluded from the circulation area. A covered unenclosed loading dock which is also used for central storage should be regarded as assignable area and coded as central storage (720).

Drawing: Circulation Area

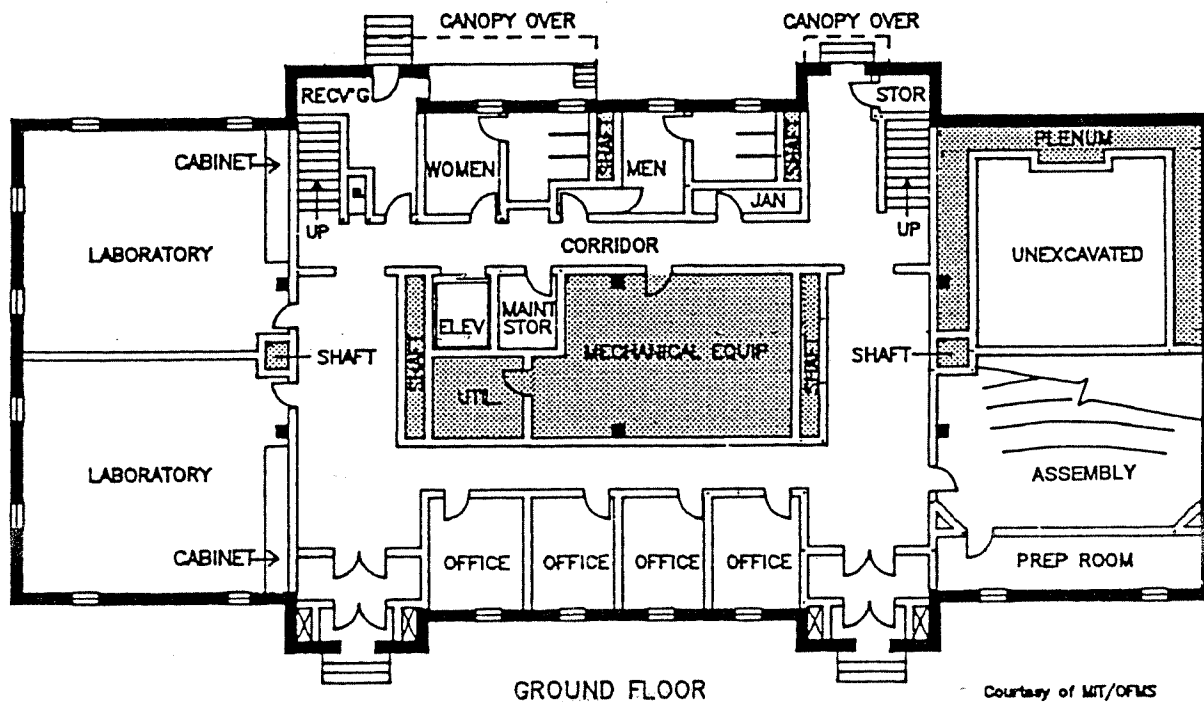


Mechanical Area

Definition: The sum of all areas on all floors of a building which houses the mechanical equipment, utility services, and shaft areas for the building. In separate central plant or utility services buildings or structures, all areas devoted to mechanical services, either for the building itself or for service to other buildings, are classified as mechanical area.

Description: Included are mechanical areas such as central utility plants; service closets (meter, electrical, television, communication); boiler, chiller, generator or other rooms; mechanical and electrical equipment rooms; fuel rooms; elevator equipment rooms; air duct shafts; service chutes; stacks; of air ducts, pipe shafts, mechanical service shafts, service chutes, and areaways.

Drawing: Mechanical Area



APPENDIX A

Criteria for Assignable Space

1. Assigned or assignable to an occupant.
2. Enclosed on all sides by walls, partitions, doors, or functionally equivalent.
3. Measured from inside face of walls, partitions, or doors at or near floor level.
4. Expressed in square feet to the nearest whole number.
5. Inclusive of:
 - a. Columns or similar structural obstructions.
 - b. Built-in or free-standing furniture and equipment.
 - c. Alcoves and similarly recessed areas.
6. Special Examples:
 - a. Custodial or physical plant department offices, locker rooms, storage areas, shops, etc. In central plant buildings, all areas devoted to mechanical services and/or equipment, either for the building itself or for service to other buildings, are considered nonassignable.
 - b. Separate mechanical service or equipment areas within buildings supporting or serving specific laboratories or program activities only.
 - c. Loading docks directly assignable to a specific department or program within a building. Loading docks serving multiple departments or programs are counted as circulation and are nonassignable.
 - d. Phantom corridors (not defined by hard walls) within departmental suites.
 - e. Lobbies which are internal corridors serving operational functions such as reception, waiting, card catalogues and/or display cases.
 - f. Library stack areas including aisles, stairwells, elevators, and book lifts within bookstacks.
 - g. Library reading rooms including aisles.
 - h. Toilets for:
 - 1) Residence hall and apartment occupants.
 - 2) Hospital inpatients and treatment or diagnostic-related services to clinic outpatients.
 - 3) Executive suites.
 - 4) Instructional and research activities.
 - i. Greenhouses and headhouses.

Appendix A (cont.)
Criteria for Assignable Space

- j. Vivaria.
- k. Institutional vehicle storage and service are assignable areas. Private vehicle parking areas, whether in parking or non-parking structures, are not counted as assignable area.
- l. Theater greenrooms.
- m. Social rooms and laundry rooms in residential facilities.
- n. Generally usable spaces assigned to custodial staff such as offices, locker rooms, storage areas, shops, etc. are reported as assignable areas. Janitor's closets, interior incinerator rooms, and other specialized custodial facilities which are usable only for building maintenance are nonassignable areas