

Square Footage Calculation Standards

1. Unit Dimensions

A. Unit dimensions are measured:

- From the center lines of demising walls or partitions separating two or more rentable units
- To the outside surfaces of the predominant exterior walls
(For mezzanines accessible only from within a first floor unit, the wall between the mezzanine area and the single story area of the same unit shall be considered an exterior wall and measured to the single story side of said wall.)
- To the common area surface of common area walls (common halls, stairs, mech. rooms, etc.)
- No deduction is made for the building's functionally necessary elements (structural columns, mechanical shafts, etc.),
(Unless it is a major vertical penetration such as a stairway, elevator or escalator shaft that is shared with the floors above or below or a shaft serving a tenant on a lower floor.)

B. Special Situations

1. Shafts through another unit

Where shafts, chases, etc. serving one tenant deprive another tenant of leasable area, then the tenant which benefits from the shaft will be charged for the leasable area occupied by the shaft in the tenant's suite. The neighboring tenant's leasable square footage shall be reduced by the area which is added to the shaft originator's leasable square footage. The leasable area of the shafts shall be calculated *from the outside surface of the shafts' enclosing walls.*

2. Mezzanine openings

Openings in mezzanines for overlooks to floor below should be included *as floor area* in mezzanine square footage.

3. Predominant exterior wall

The area at recesses in the exterior perimeter of a unit which directly benefits the unit should be included up to line of the predominant exterior wall. These recesses include, but are not limited to, recessed entries, decorative planters at entries, and balconies.

4. Electrical/Mechanical room

Electrical and mechanical rooms which serve one unit only, whether located within the envelope of the unit or in another area of the building, are to be included in the served unit's actual square footage.

5. Stairways

The square footage of a stair and any platform leading to a mezzanine should be included in the mezzanine square footage. No deduction shall be made for the area below stairways unless:

- a. that stair serves a floor level not occupied by the first floor unit Lessee and
- b. the area below the stair is partitioned off from the lower unit preventing access and use of the space below the stair

Note: Dimensions are rounded off to the nearest inch (or half inch).

2. Actual Square Footage

The actual square footage is determined by multiplying the Unit Dimension(s) and adding up the resulting area(s). Mezzanine square footage is included at this stage. All areas are rounded off to the nearest square foot

3. Leasable Square Footage

The Leasable Square Footage is the sum of all Actual Square Footage including any assessment for common or shared areas as described below:

1. **Units which share a common entrance, hall or stair with one or more other units:**

The common entrance square footage is divided equally between the units sharing the entry.

2. **Units which are served by a common mechanical system (HVAC, Electrical, or plumbing):**

Each unit will be assessed for their portion of the space occupied by such mechanical systems.

This assessment is done by dividing the mechanical area by the number of units served or applying a common area multiplier derived from the room's square footage.

3. **Unit is part of a multi-occupancy building or mezzanine in which the unit shares access to common areas:**

The Actual total square footage should be multiplied by the common area multiplier of that building. This multiplication is the last operation applied to the calculation.

4. Common Area Multiplier

In order to assess the LESSEE for common support space in the building the Actual Unit Square Footage is multiplied by the Common Area Multiplier to yield the Leasable Square Footage. The Common Area Multiplier is calculated as follows:

A. Terms:

Total SF = Total square footage of building

Unit SF = Combined actual unit square footage of all individual units in the building, not including common areas.

Common SF = Total common area of building including hallways, vestibules, mechanical areas, elevator shafts, etc.

CAM = Common Area Multiplier

B. Derivation

Total SF = Unit SF + Common SF

$\frac{\text{Common SF}}{\text{Total SF}}$ = % of building which is common.

$\frac{\text{Unit SF}}{\text{Total SF}}$ = % of building which is partitioned from common area for exclusive use by individual tenants.

Total SF = Unit SF X CAM

CAM = $\frac{\text{Total SF}}{\text{Unit SF}}$