



Commercial Spaces

A Guide For Estimating Commercial Space Needs

ASSESS YOUR NEEDS

While determining the appropriate spatial requirements for a commercial business, understanding the needs of the commercial end user, the clientele and the target market of the business are critical. Your company's brand, culture and the desired aesthetic for the environment may also impact your space needs. This analysis is best carried out by a professional early in the process. An experienced design professional, whether architect or interior designer, can work with you to accurately calculate the size of the space that your business will require for both your current and your future needs.

In order to roughly estimate your spatial needs while identifying and selecting commercial space the Space Plan Estimator (right) indicates industry averages and guidelines. But remember, a professional is able to provide a far greater level of analysis and accuracy through their knowledge and understanding which has been refined over years of experience within the industry.

CULTURE

Traditional offices have a greater proportion of enclosed offices which may require a greater overall area. Open plan or collaborative offices require less dedicated individual spaces but may need to accommodate additional privacy zones, hot desking areas, open collaborative spaces, meeting and conference rooms.

It is critical to incorporate the corporate identity into the overall approach for a commercial space.



EFFICIENCY

Use the opportunity to analyze your operational processes through the consideration of your spatial requirements. A design professional who has the appropriate industry experience will be able to offer a broader perspective in their analysis of your needs. This may include suggestions which may improve operational efficiencies and departmental adjacencies which may streamline your business processes and actually reduce your space needs.

Give due consideration to environmental issues, whether it be daylighting, appropriate HVAC systems, “well building” analysis to ensure the highest quality for the work environment for your staff, which translates into improved efficiency and staff retention.

Determining the detailed needs of a business space is an important part of the professional services provided by qualified design professionals such as the Inside Design studio within OBMI. A detailed client brief will be developed through a series of client interviews, using sophisticated metrics to determine the appropriate space needs for your individual business, which can then be translated into a functional, rationalized and inviting design layout.



SPACE PLAN ESTIMATOR

2018 Average Space Requirements

Function	Quantity	Average(SF)	Total
C-Suite	_____	350 SF	_____
Other Executives	_____	250 SF	_____
Non-Executive Staff	_____	200 SF	_____
Administrative Staff	_____	150 SF	_____
Reception & Lobby	_____	250 SF	_____
Kitchen/Break Area	_____	150 SF	_____
Small Conference	_____	150 SF	_____
Medium Conference	_____	200 SF	_____
Large Conference	_____	350 SF	_____
Boardroom	_____	600 SF	_____
Storage	_____	100 SF	_____
Data/Server/IT	_____	150 SF	_____
Bathroom	_____	150 SF	_____
Total Commercial Area			_____

The estimates included in this document are current averages and vary greatly depending on the use, the industry of the intended commercial space, and the company's brand. For an accurate understanding and assessment of your specific needs we recommend you consult a professional such as OBMI's Interior Designers.

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