



4. Gross Floor Area to assess BOMA BEST Fees

4.1. Spaces to include and exclude

BOMA BEST collects two types of floor area information: (1) one to calculate fees, the other (2) to calculate energy and water performance.

This section specifically addresses the areas that must be included or excluded for the purposes of calculating BOMA BEST Application Fees. It is consistent BOMA BEST Sustainable Buildings Program Policy 1 – Application Fees ([available on the website](#)).

For information on the Gross Floor Area required to calculate energy and water performance, see Section 7 of this Guide.

There are many different terms used to represent the floor area that encompasses the entire building: gross floor area, gross measured area, internal gross area, etc. For the sake of simplicity, BOMA BEST will always use the term Gross Floor Area (GFA) when referring to the spaces that must be included in the BOMA BEST assessment.

The GFA used to calculate fees must be entered on the building registration page (“Create New” page) here:

Create property

Summary

Name:	<input type="text"/>
Location:	<input type="text"/>
Country:	<input type="text"/>
Property type:	<input type="text"/>
Your building reference code:	<input type="text"/>
Management company:	<input type="text" value="n/a"/>
* Questionnaire type::	<input type="text" value="N/A"/>
Building height:	<input type="text" value="-- please choose --"/> as of <input type="text"/>
Gross Floor Area (BOMA BEST Certification):	<input type="text" value="Enter number..."/> <input type="text" value="Square Feet"/> as of <input type="text"/>
Building Owner (legal/beneficial):	<input type="text"/> as of <input type="text"/>



The GFA used for calculating fees **must** include the following spaces (consistent with BOMA BEST Program Policy 1 – Application Fees):

- Lobbies
- Tenant Areas
- Common Areas
- Meeting Rooms
- Break Rooms
- Atriums (ground floor only)
- Restrooms
- Elevator Shafts
- Stairwells
- Mechanical Equipment Areas
- Basements
- Storage Rooms
- Parking Area – Underground or closed indoor parking serviced by mechanical ventilation must be included in the gross floor area of the building.

Areas that that **must not** be included in the floor area:

- Exterior spaces
- Balconies
- Patios
- Exterior Loading Docks
- Driveways
- Covered Walkways
- Outdoor Courts (Tennis, Basketball, etc.)
- The interstitial plenum space between floors (which house pipes and ventilation)
- Crawl Spaces
- Parking Area – Outdoor or open-air parkades must be excluded from the gross floor area of the building.

4.2. Compatible measurement standards

Review the following compatibility notes regarding BOMA Measurement Standards. This ensures all buildings are using the same standard and can be appropriately compared.

The following BOMA Measurement Standards are acceptable for **Office** and **Universal** buildings:

- BOMA 1996 Office Standard (“Gross Measured Area”) – This measurement includes major vertical penetrations (i.e. "virtual floors"). These must be excluded from the values entered into BOMA BEST.
- BOMA 2010 Office Standard (“Interior Gross Area”) – This measurement includes the indoor parking areas.
- BOMA 2009 Gross Area Standard (“Exterior Gross Area”) – This measurement includes the indoor parking areas.



The following BOMA Measurement Standards are acceptable for **Enclosed Shopping Centres** and **Open Air Retail** buildings:

- BOMA 2010 Retail Standard (“Exterior Gross Area”) – This measurement includes the indoor parking areas.
- BOMA 2009 Gross Area Standard (“Exterior Gross Area”) – This measurement includes the indoor parking areas.

The following BOMA Measurement Standards are acceptable for **Light Industrial** buildings:

- BOMA 2004, 2009 or 2012 Industrial Standard (Method A) (“Exterior Gross Area”) – This measurement includes the indoor parking areas.
- BOMA 2009 Gross Area Standard (“Exterior Gross Area”) – This measurement includes the indoor parking areas.

The following BOMA Measurement Standards are acceptable for **Multi-Unit Residential Buildings**:

- BOMA 2010 Multi-Unit Residential Standard (Method B) (“Exterior Gross Area”) – This measurement includes the indoor parking areas.
- BOMA 2009 Gross Area Standard (“Exterior Gross Area”) – This measurement includes the indoor parking areas.

The following BOMA Measurement Standards are acceptable for **Health Care** buildings:

- BOMA 1996 Office Standard (“Gross Measured Area”)
- BOMA 2010 Office Standard (“Interior Gross Area”) – This measurement includes the indoor parking areas.
- BOMA 2009 Gross Area Standard (“Exterior Gross Area”) – This measurement includes the indoor parking areas.