

5TH EDITION

Code of Measuring Practice: A Guide for Surveyors and Valuers

RICS code of practice

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Contents

| | |
|---|----|
| Introduction | 4 |
| Applications reference | 8 |
| Core definitions and diagrams | 10 |
| Gross External Area | 10 |
| Gross Internal Area | 14 |
| Net Internal Area | 18 |
| Technical definitions and diagrams | 24 |
| Special use definitions and diagrams | 28 |
| Shops | 28 |
| Residential Agency Guidelines | 32 |
| Residential Valuations | 34 |
| Net Sales Area | 34 |
| Effective Floor Area | 34 |
| Leisure | 36 |

Introduction

Purpose of the Code

The purpose of the Code is to provide succinct, precise definitions to permit the accurate measurement of buildings and land, the calculation of the sizes (areas and volumes) and the description or specification of land and buildings on a common and consistent basis. This may be required for valuation, management, conveyancing, planning, taxation, sale, letting, or acquisition purposes.

The Code is intended for use in the UK only.

Status of the Code

The Code is not mandatory: it is a code of quality practice. As such, if followed as a whole (and not merely in part), it sets out standard definitions intended to aid understanding.

Responsibility to consumers (users of space)

Long established and understood professional obligations to clients are now matched by additional statutory obligations to users of property. Since 4 April 1993, it is a criminal offence for those involved in estate agency or property development business to give false or misleading information about specified aspects of land (which includes buildings) which are offered for sale. In this context, the Property Misdescriptions Act 1991 and the Property Misdescriptions (Specified Matters) Order 1992 specifically refer to measurements and sizes. Those involved in the sale of residential and commercial property to the general public carry this statutory responsibility.

The Property Measurement Group does not consider there to be a conflict between the statutory obligations to users and contractual responsibilities to clients. Users of the Code must not overlook these twin functions, which underlie the approach adopted in this fifth edition.

A code of measurement, not a code of valuation

The Code deals only with standard measurement practice. Valuation techniques such as the zoning of shops for comparison purposes; the adoption of different rates of value for units into areas of limited headroom; special uses; particular form of construction; when is a room a basement room; and the like do not form part of the Code. These matters, and the value, if any, to be attributed to any particular floor areas because of their special characteristics, are part of the valuers', estate agents' or developers' judgment, having regard to their contractual and statutory responsibilities.

The Code is distinct from that relating to the Standard Method of Measurement of Building Works (SMM), which is commonly used in the construction industry and published jointly by the Royal Institution of Chartered Surveyors and the Building Employers' Confederation. It is hoped that the Code might be of value to those in the construction industry as a complement to SMM, but in using this Code its primary purpose must be borne in mind.

The Group has not attempted to define everyday words and phrases. To do so is to go beyond the purpose of the Code. The Group is of the view that most weight should be given to the commonsense interpretations, and

less weight to reliance on semantics, when interpreting the meaning of the Code.

The core definitions and marketing issues

In order to make the Code easier to use, especially to those not involved in measuring on a regular basis, the Code contains a hierarchy of definitions. The core definitions are:

- GEA (Gross External Area)
- GIA (Gross Internal Area)
- NIA (Net Internal Area)

It is the advice of the Group that surveyors in their use of the Code, to satisfy their statutory obligations to consumers, rely principally upon NIA when marketing commercial property, or the Residential Agency Guidelines (RAG) when marketing residential property. The core definitions GEA and GIA are suitable for specialist applications as identified in the Code. GIA can be used for marketing some forms of property, for example industrial. Those using GIA for marketing purposes are advised to take particular care. The Code identifies only some of the dangers (for example, GIA 2.12) which could mislead a consumer of space marketed on a GIA basis, if these are not clearly stated.

In its response to a previous draft consultation paper, the Institute of Trading Standards Officers pointed out the line likely to be adopted by the courts. This will be that it does not matter what the professions may think and understand, it is what the average person thinks and believes that is important in deciding whether statements are misleading or not.

In addition to the core definitions, the Code provides various technical definitions suitable for use in a variety of particular circumstances, and three specialist use definitions for shops, residential and leisure properties.

The special use definition for leisure properties is new for this edition. There is a trend towards some types of leisure property being assessed for value by reference to area. From the consultations undertaken by the Group it was apparent that greater consistency on the basis of measurement in these circumstances would be of assistance.

There may also be accepted conventions for the measurement of specialist types of property. Those concerned with such properties should be aware of any guidance that is provided in the *RICS Appraisal and Valuation Manual* (the 'Red Book') (published by RICS Books).

State separately

In previous editions there was increasing use of the direction to 'state separately' certain areas included in the core definitions or, in a few instances, areas to be excluded. It is apparent from market practice that such directions are widely ignored. Areas are either within the definitions or they are not. Accordingly, the direction to 'state separately' has been removed from this edition. However, consideration should still be given as to whether it would be of assistance to those using the results of the measurement calculations to identify separately certain areas which, although included in GIA or NIA, may warrant having a differential value applied.

Accuracy

Previous advice in the context of legislation available at or about the time of each previous edition has set the tone for advice given in the Code. Be as accurate as possible and don't mislead. However, whilst this is of relevance, there are other more tangible issues to be addressed, derived mainly from objective and circumstance. We should all seek to be as accurate as we and our instruments will allow. For example, we might pace out a tarmacadam car park when valuing an interim application for reimbursement of building work and use a laser when measuring the net internal area of a building in Lombard Street. In the first case, if we were plus or minus 5% this would be an acceptable accuracy, in the latter, we would expect a professional measurer to achieve plus or minus 5mm.

So, the parameters would seem to be these:

- Why are you measuring?
- What are you measuring? and
- What is the implication of any given level of inaccuracy in so far as that purpose is concerned and the advice to be given to the client?

It is probably as simple as selecting the appropriate measuring equipment for the task and applying the equipment as accurately as the equipment will allow. The Group believes that these considerations are the basic parameters for assessing 'accuracy' where there is no clear guidance from any existing standard or publication, as may, for example, be found for domestic premises in the *RICS Manual of Estate Agency: Law and Practice* (RICS Books, 1998).

Calibration is also a difficult topic upon which to offer hard and fast rules. Laser devices may have a manufacturer's suggested calibration assessment, whereas tapes probably will not. However, we know that steel moves with temperature and cloth stretches. If we are to seek to establish a guideline, this is also likely to be derived from function and purpose:

- Why are you using this instrument for measurement?
- Is it the right one for the job?

If the answer is 'yes' then there should be established a sensible and reasonable calibrating regime and you should document adherence to that regime as a matter of office practice.

Metrication

Users of the Code are advised that they should adopt metric units as the standard system of measurement. Wide acceptance of metrication will greatly assist a smooth change over for users of the Code and consumers of space alike. Where the client requires reference to imperial units, these should be in parenthesis only.

The British Standard BS8888: 2000 (specification for defining, specifying and graphically representing products) recommends the inclusion of a comma rather than a point as a decimal marker, and a space instead of a comma as a thousand separator. While the convention has not been adopted in this Code, users should take care to ensure that this does not conflict with client requirements.

Introduction and diagrams

The introduction and diagrams form part of the Code.

Identity

This Code is called the ‘RICS Code of Measuring Practice, 5th edition’.

Enquiries

Enquiries concerning the Code should be made in the first instance to:

Professional Information Department

RICS

12 Great George Street

Parliament Square

London SW1P 3AD

UK

Any suggestions for future revisions are welcomed and should be sent to the Property Measurement Group (Valuation Faculty) at RICS.

Applications reference

Core definitions

| | | page |
|---------------------|-------------------|------|
| Gross External Area | Sections 1.0–1.20 | 10 |
| Gross Internal Area | Sections 2.0–2.22 | 14 |
| Net Internal Area | Sections 3.0–3.21 | 18 |

Use

| | Definition | Application | pages |
|---|------------|-----------------|----------------|
| Building cost estimation | | | |
| Non-residential all purpose | GIA | APP 4 | 14, 15 |
| Residential insurance | GEA | APP 3 | 10, 11 |
| Estate agency and valuation | | | |
| Business use (except those in APP 5) | NIA | APP 9 | 18, 19 |
| Department and variety stores | GIA | APP 5 | 14, 15 |
| Food superstores | GIA | APP 5 | 14, 15 |
| Industrial buildings | GIA or NIA | APP 5 | 14, 18, 15 |
| Offices | NIA | APP 9 | 18, 19 |
| Residential – agency | RAG | APP 20 | 32, 33 |
| Residential – valuation | RV | APP 22 | 34, 35 |
| Retail warehouses | GIA | APP 5 | 14, 15 |
| Shops | NIA or RA | APP 9 or APP 19 | 18, 28, 19, 29 |
| Valuation of new homes for development purposes | GIA | APP 8 | 14, 15 |
| Warehouses | GIA or NIA | APP 5 | 14, 18, 15 |
| Property management | | | |
| Service charge apportionment | GIA | APP 7 | 14, 15 |
| Service charge apportionment | NIA | APP 11 | 18, 19 |
| Rating | | | |
| Business use (except those in APP 6) | NIA | APP 10 | 18, 19 |
| Composite hereditaments | NIA | APP 10 | 18, 19 |
| Council tax – houses and bungalows | GEA | APP 2 | 10, 11 |
| Council tax – flats and maisonettes | EFA | APP 22 | 34, 35 |
| Food superstores | GIA | APP 6 | 14, 15 |
| Industrial – England and Wales | GIA | APP 6 | 14, 15 |
| Industrial – Scotland | GEA | APP 2 | 10, 11 |
| Offices | NIA | APP 10 | 18, 19 |
| Shops | NIA | APP 10 | 18, 19 |
| Special hereditaments (cost valued) | GIA | APP 6 | 14, 15 |
| Warehousing – England and Wales | GIA | APP 6 | 14, 15 |
| Warehousing – Scotland | GEA | APP 2 | 10, 11 |
| Town planning | GEA | APP 1 | 10, 11 |

| | Definition | Application | pages |
|--|-------------------|--------------------|--------------|
| Technical definitions | | | |
| Building Frontage | BF | APP 18 | 24, 25 |
| Ceiling Height | CH | APP 14 | 24, 25 |
| Clear Internal Height | CIH | APP 13 | 24, 25 |
| Cubic Content | CC | APP 12 | 24, 25 |
| Eaves Height | EH | APP 14 | 24, 25 |
| Gross Site Area | GSA | APP 17 | 24, 25 |
| Maximum Internal Height | MIH | APP 14 | 24, 25 |
| Plot Ratio | PR | APP 18 | 24, 25 |
| Raised Floor Void | RFV | APP 14 | 24, 25 |
| Site Area | SA | APP 15 | 24, 25 |
| Site Depth | SD | APP 18 | 24, 25 |
| Site Frontage | SF | APP 18 | 24, 25 |
| Special use definitions – shops | | | |
| Ancillary Areas | AA | | 28 |
| Built Depth | BD | | 28 |
| Gross Frontage | GF | | 28 |
| Net Frontage | NF | | 28 |
| Retail Area | RA | APP 19 | 28, 29 |
| Shop Depth | ShD | | 28 |
| Shop Width | SW | | 28 |
| Storage Area | StoA | | 28 |
| Special use definitions – residential | | | |
| Effective Floor Area | EFA | APP 22 | 34, 35 |
| Net Sales Area | NSA | APP 21 | 34, 35 |
| Residential Agency Guidelines | RAG | APP 20 | 32, 33 |
| Residential Values | RV | | 34 |

Core definitions: Gross External Area

1.0 Gross External Area (GEA)

Gross External Area is the area of a building measured externally at each floor level.

Including

- 1.1 Perimeter wall thicknesses and external projections
- 1.2 Areas occupied by internal walls and partitions
- 1.3 Columns, piers, chimney breasts, stairwells, lift-wells, and the like
- 1.4 Atria with clear height above, measured at base level only
- 1.5 Internal balconies
- 1.6 Structural, raked or stepped floors are to be treated as a level floor measured horizontally
- 1.7 Horizontal floors, whether accessible or not, below structural, raked or stepped floors
- 1.8 Mezzanine areas intended for use with permanent access
- 1.9 Lift rooms, plant rooms, fuel stores, tank rooms which are housed in a covered structure of a permanent nature, whether or not above main roof level
- 1.10 Outbuildings which share at least one wall with the main building
- 1.11 Loading bays
- 1.12 Areas with a headroom of less than 1.5m
- 1.13 Pavement vaults
- 1.14 Garages
- 1.15 Conservatories

Excluding

- 1.16 External open-sided balconies, covered ways and fire escapes
- 1.17 Canopies
- 1.18 Open vehicle parking areas, roof terraces, and the like
- 1.19 Voids over or under structural, raked or stepped floors
- 1.20 Greenhouses, garden stores, fuel stores, and the like in residential property

Applications

(when to use GEA)

- APP 1 **Town planning** GEA is the basis of measurement for planning applications and approvals, i.e. site coverage (including plot ratio)
- APP 2 **Rating** GEA is the basis of measurement for council tax banding of houses and bungalows (areas with a headroom of less than 1.5m being excluded), and for rating of warehouses and industrial buildings in Scotland
- APP 3 **Building cost estimation** GEA is the preferred method of measurement for calculating building costs of residential property for insurance purposes

Notes

(how to use GEA)

- GEA 1 **Diagrams** – diagrams A and B illustrate how to apply GEA
- GEA 2 **Party walls** in shared ownership are to be measured to their centre line

Diagram A

Example of appropriate dimensions for GEA defined industrial / warehouse end terrace unit

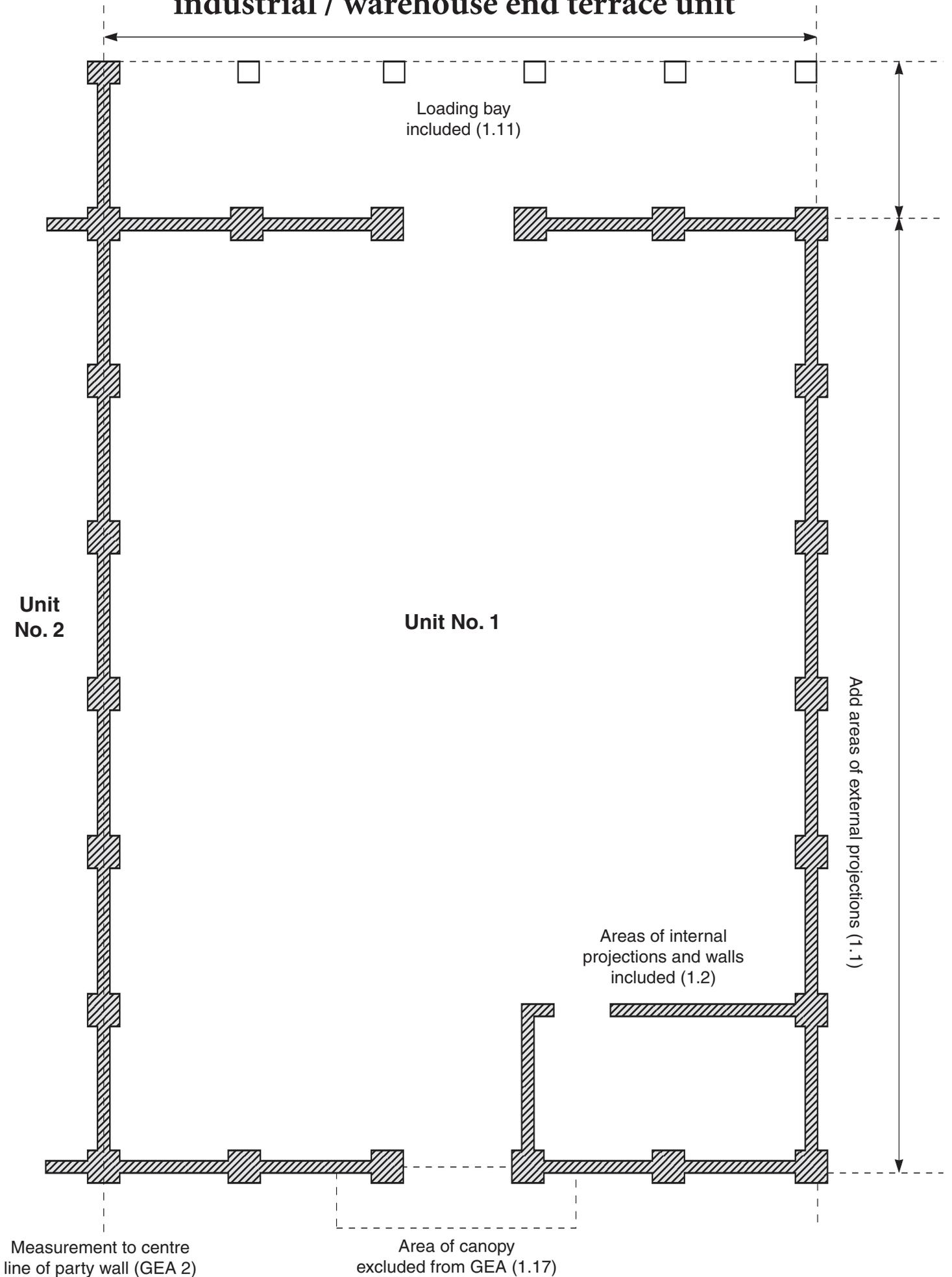
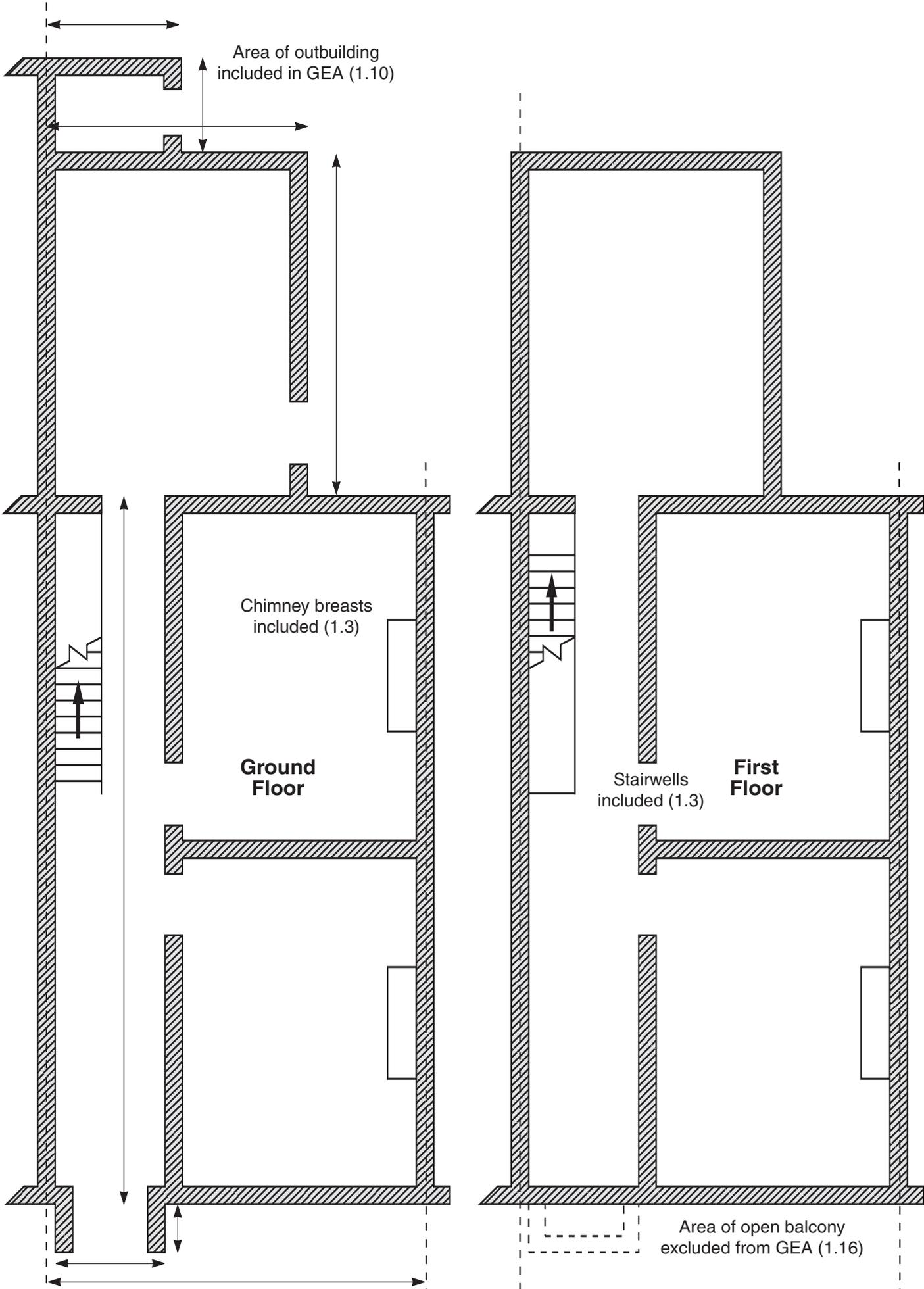


Diagram B

Example of appropriate dimensions for GEA defined terraced house



Core definitions: Gross Internal Area

2.0 Gross Internal Area (GIA)

Gross Internal Area is the area of a building measured to the internal face of the perimeter walls at each floor level. (See note GIA 4.)

Including

- 2.1 Areas occupied by internal walls and partitions
- 2.2 Columns, piers, chimney breasts, stairwells, lift-wells, other internal projections, vertical ducts, and the like
- 2.3 Atria with clear height above, measured at base level only
- 2.4 Internal open-sided balconies and the like
- 2.5 Structural, raked or stepped floors are to be treated as a level floor measured horizontally
- 2.6 Horizontal floors, with permanent access, below structural, raked or stepped floors
- 2.7 Corridors of a permanent essential nature (e.g. fire corridors, smoke lobbies, etc.)
- 2.8 Mezzanine areas intended for use with permanent access
- 2.9 Lift rooms, plant rooms, fuel stores, tank rooms which are housed in a covered structure of a permanent nature, whether or not above main roof level
- 2.10 Service accommodation such as toilets, toilet lobbies, bathrooms, showers, changing rooms, cleaners' rooms, and the like
- 2.11 Projection rooms
- 2.12 Voids over stairwells and lift shafts on upper floors
- 2.13 Loading bays
- 2.14 Areas with a headroom of less than 1.5m (see APP 6)
- 2.15 Pavement vaults
- 2.16 Garages
- 2.17 Conservatories

Excluding

- 2.18 Perimeter wall thicknesses and external projections
- 2.19 External open-sided balconies, covered ways and fire escapes
- 2.20 Canopies
- 2.21 Voids over or under structural, raked or stepped floors
- 2.22 Greenhouses, garden stores, fuel stores, and the like in residential property

Applications

(when to use GIA)

- APP 4 **Building cost estimation** GIA is a recognized method of measurement for calculating building costs
- APP 5 **Estate agency and valuation** GIA is a basis of measurement for the marketing and valuation of industrial buildings (including ancillary offices), warehouses, retail warehouses, department stores, variety stores and food superstores. For the avoidance of doubt the basis of measurement must be stated
- APP 6 **Rating** GIA is the basis of measurement in England and Wales for the rating of industrial buildings, warehouses, retail warehouses, department stores, variety stores, food superstores and many specialist classes valued by reference to building cost (areas with a headroom of less than 1.5m being excluded except under stairs)
- APP 7 **Property management** GIA is a basis of measurement for the calculation of service charges for apportionment of occupiers' liability
- APP 8 **New homes valuation** GIA is an accepted basis of measurement for valuations of new homes for development appraisal purposes (excluding garages and conservatories)

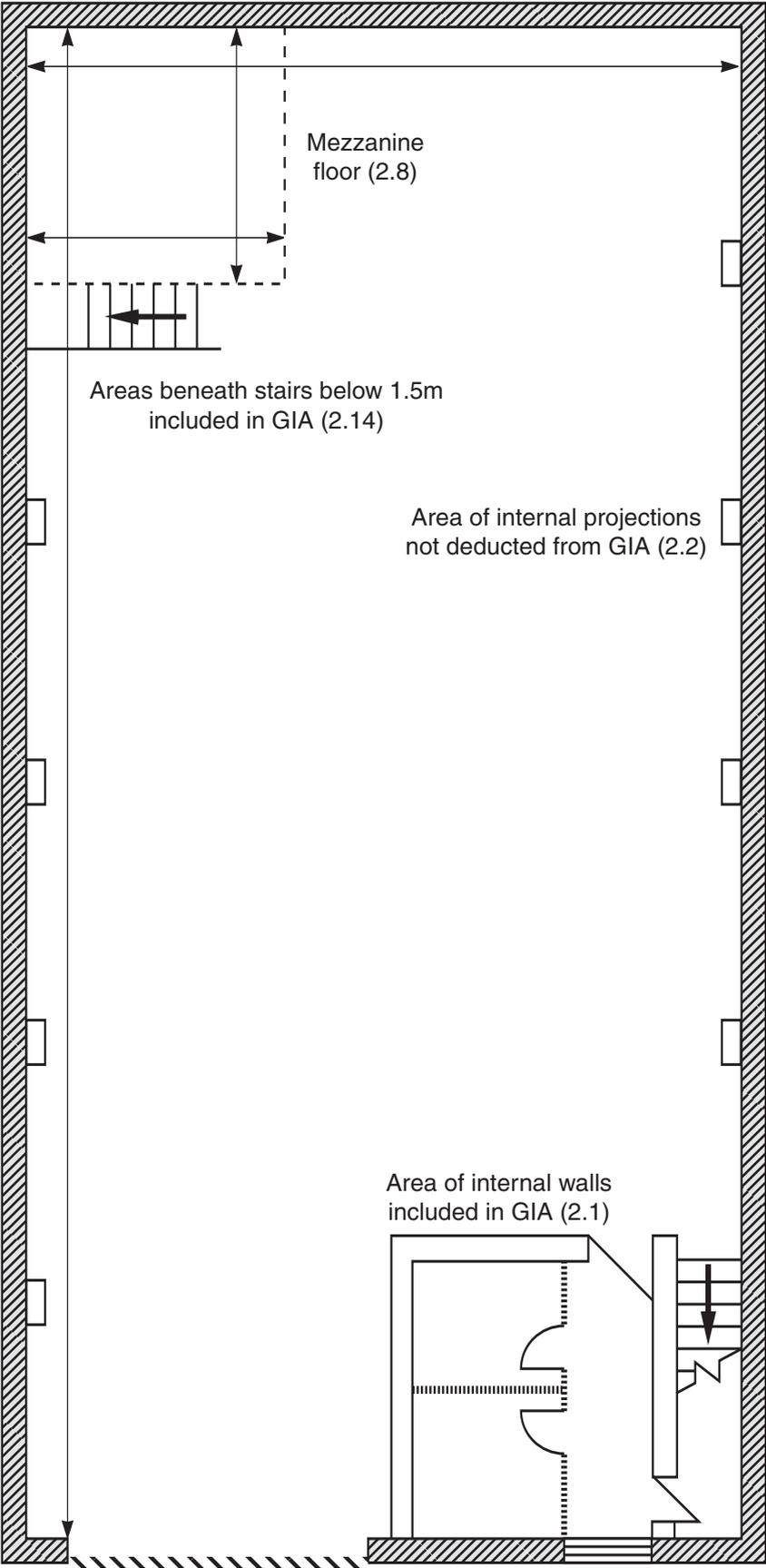
Notes

(how to use GIA)

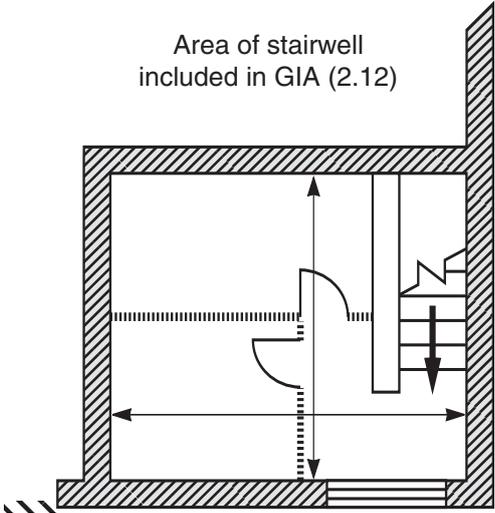
- GIA 1 **Diagrams** – diagrams C and D illustrate how to apply GIA
- GIA 2 **Separate buildings** – GIA excludes the thickness of external walls, but includes the thickness of all internal walls. Therefore it is necessary to identify what constitutes a separate building
- GIA 3 **Advice** – apart from the applications shown, GIA tends to have specialist valuation applications only. Valuers and surveyors who choose this definition for marketing purposes must have regard to the provisions of the Property Misdescriptions Act 1991 and the Property Misdescriptions (Specified Matters) Order 1992 (see Introduction on page 5)
- GIA 4 **Internal face** – means the brick/block work or plaster coat applied to the brick/block work, not the surface of internal linings installed by the occupier
- GIA 5 **Lift rooms etc.** – the items covered by 2.9 should be included if housed in a roofed structure having the appearance of permanence (e.g. made of brick or similar building material)
- GIA 6 **Level changes** – the presence of steps or a change in floor levels is to be noted
- GIA 7 **Voids** – attention is drawn to the exclusion of voids over atria at upper levels (see 2.3) and the inclusion of voids over stairs etc. (see 2.12). Where an atrium-like space is formed to create an entrance feature and this also accommodates a staircase, this does not become a stairwell but remains an atrium measurable at base level only

Diagram C

Example of appropriate dimensions for GIA defined industrial / warehouse unit



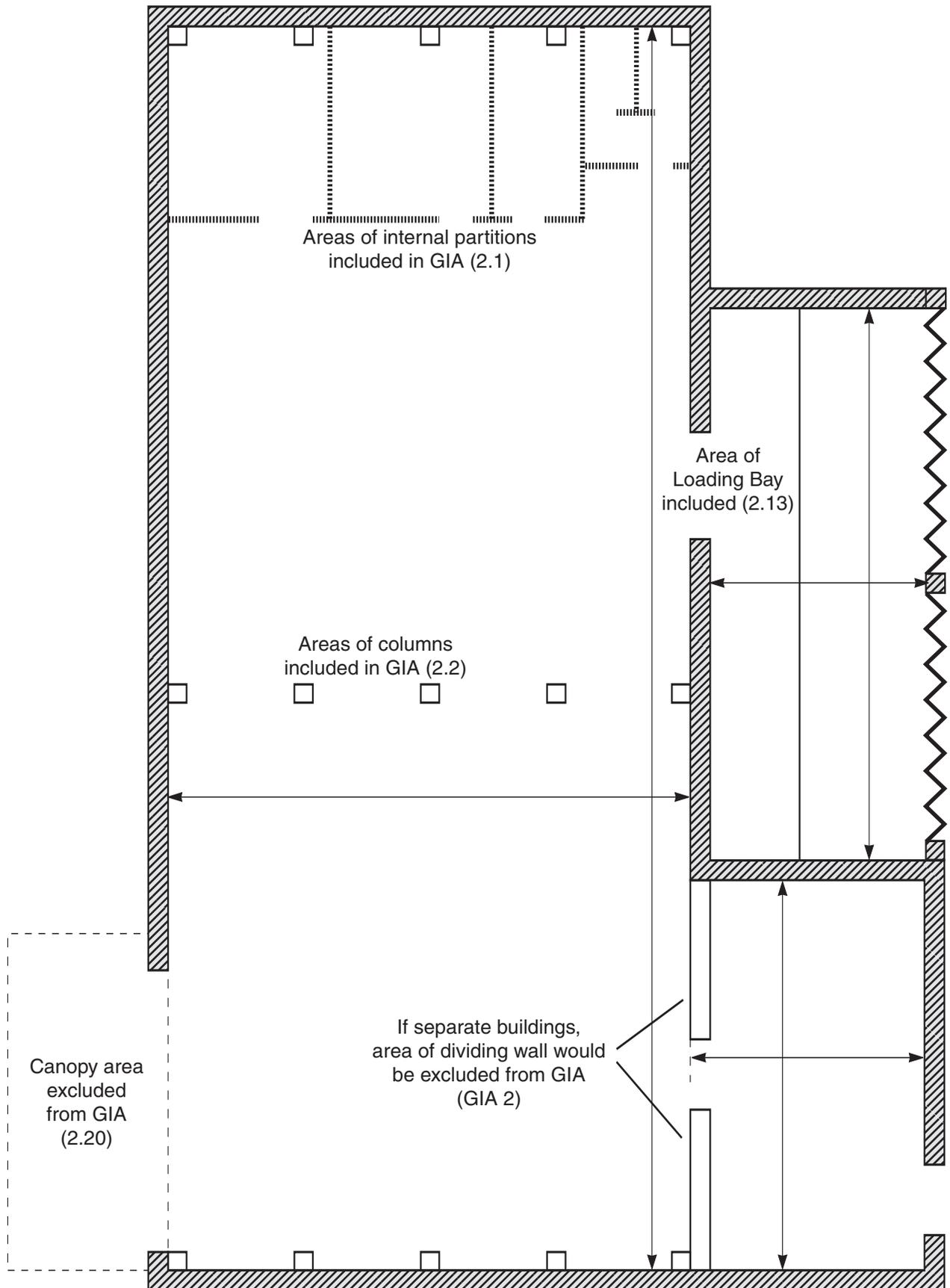
Ground Floor



First Floor

Diagram D

Example of appropriate dimensions for GIA defined industrial / warehouse unit



Core definitions: Net Internal Area

3.0 Net Internal Area (NIA)

Net Internal Area is the usable area within a building measured to the internal face of the perimeter walls at each floor level. (See note NIA 2.)

Including

Excluding

- | | |
|---|---|
| <p>3.1 Atria with clear height above, measured at base level only (but see 3.11)</p> <p>3.2 Entrance halls (but see 3.11)</p> <p>3.3 Notional lift lobbies</p> <p>3.4 Kitchens</p> <p>3.5 Built-in units, cupboards, and the like occupying usable areas</p> <p>3.6 Ramps of lightweight construction to false floors</p> <p>3.7 Area occupied by ventilation/heating grilles</p> <p>3.8 Area occupied by skirting and perimeter trunking</p> <p>3.9 Areas severed by internal non-structural walls, demountable partitions, whether or not permanent, and the like, where the purpose of the division is partition of use, not support, provided the area beyond is not used in common</p> <p>3.10 Pavement vaults</p> | <p>3.11 Those parts of entrance halls, atria, landings and balconies used in common (see 3.1 and 3.2)</p> <p>3.12 Toilets, toilet lobbies, bathrooms, cleaners' rooms, and the like</p> <p>3.13 Lift rooms, plant rooms, tank rooms (other than those of a trade process nature), fuel stores, and the like</p> <p>3.14 Stairwells, lift-wells and permanent lift lobbies</p> <p>3.15 Corridors and other circulation areas where used in common with other occupiers or of a permanent essential nature (e.g. fire corridors, smoke lobbies, etc.)</p> <p>3.16 Areas under the control of service or other external authorities including meter cupboards and statutory service supply points</p> <p>3.17 Internal structural walls, walls enclosing excluded areas, columns, piers, chimney breasts, other projections, vertical ducts, and the like</p> <p>3.18 The space occupied by permanent and continuous air-conditioning heating or cooling apparatus, and ducting in so far as the space it occupies is rendered substantially unusable</p> <p>3.19 Areas with headroom of less than 1.5m</p> <p>3.20 Areas rendered substantially unusable by virtue of having a dimension between opposite faces of less than 0.25m. See diagram E</p> <p>3.21 Vehicle parking areas (the number and type of spaces noted)</p> |
|---|---|

Applications

(when to use NIA)

- APP 9 **Estate agency and valuation** NIA is the basis of measurement for the valuation and marketing of the following types of buildings:
- shops and supermarkets;
 - offices; and
 - business use (except those in APP 5)
- APP 10 **Rating** NIA is the principal basis of measurement for rating of shops including supermarkets, offices, business use (except those in APP 6), and composite hereditaments
- APP 11 **Property management** NIA is a basis of measurement for the calculation of service charges for apportionment of occupiers' liability

Notes

(how to use NIA)

- NIA 1 **Diagrams** – diagrams E, F, G, H, K and L illustrate how to apply NIA
- NIA 2 **Internal face** – means the brick/block work or plaster coat applied to the brick/block work, not the surface of internal linings installed by the occupier
- NIA 3 **Advice** – when dealing with rent reviews or lease renewals, the exclusions are generally intended to relate to the premises as demised. Unless otherwise indicated by statutory provisions or the terms of the lease, it will not normally be appropriate to exclude demised usable space which has been subsequently converted by a tenant to any of the exclusions listed
- NIA 4 **Level changes** – the presence of steps or a change in floor levels is to be noted for valuation and marketing purposes
- NIA 5 **Restricted headroom** – when marketing on an NIA basis it may be appropriate to identify floor areas below full height but above 1.5m
- NIA 6 **Perimeter trunking/heating** – when marketing on an NIA basis reference to the inclusion of perimeter units/trunking may be appropriate in order not to mislead
- NIA 7 **Corridors** – whether or not a wall defining a corridor is structural, permanent or essential (see 3.15 and 3.17), is a matter of fact. It depends upon the circumstances of the particular case. When marketing on an NIA basis reference to the inclusion of corridors may be appropriate

Diagram E

Example of appropriate dimensions for NIA floor area defined purpose designed offices

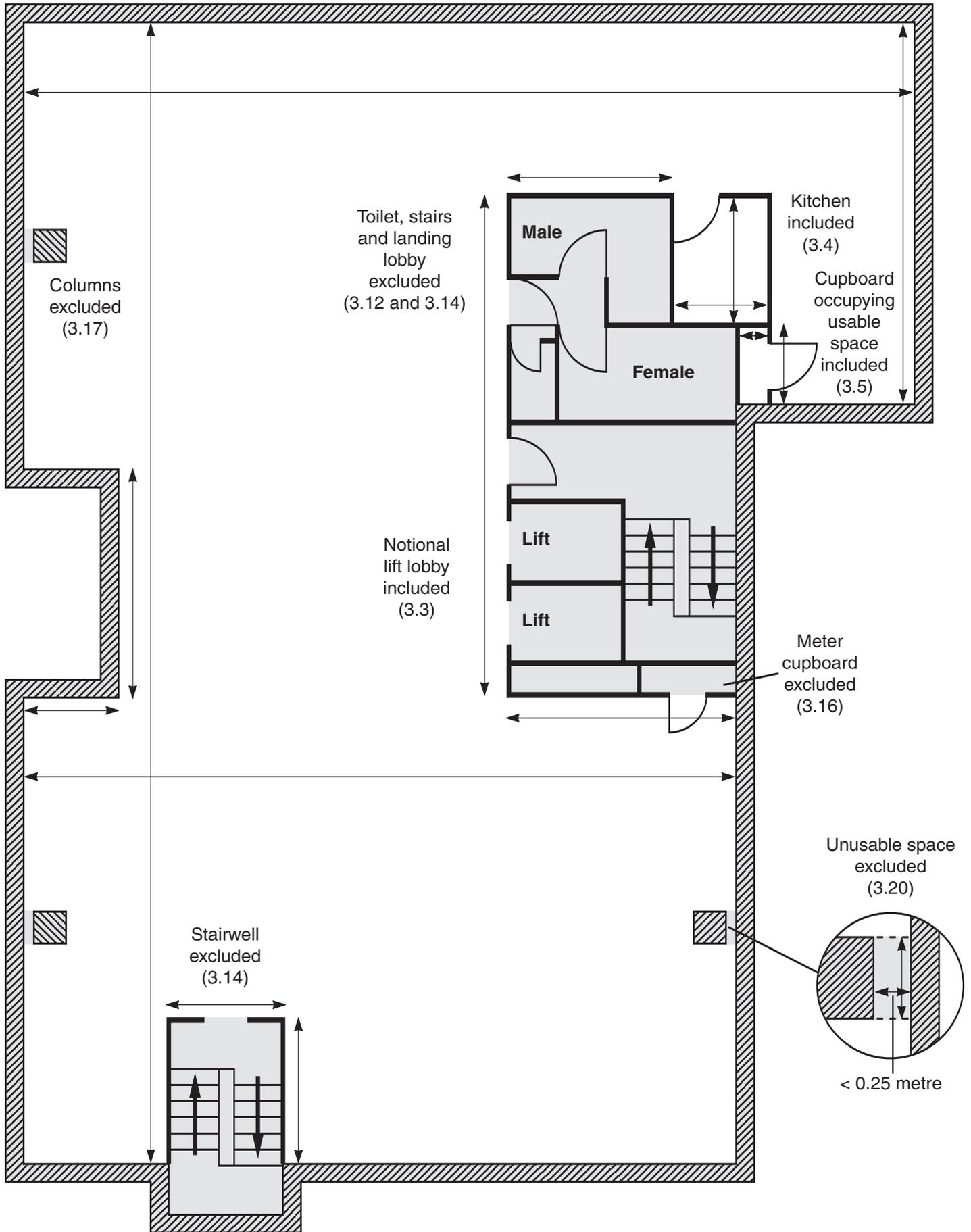


Diagram F

Example of appropriate dimensions for NIA floor area defined offices converted from dwelling house

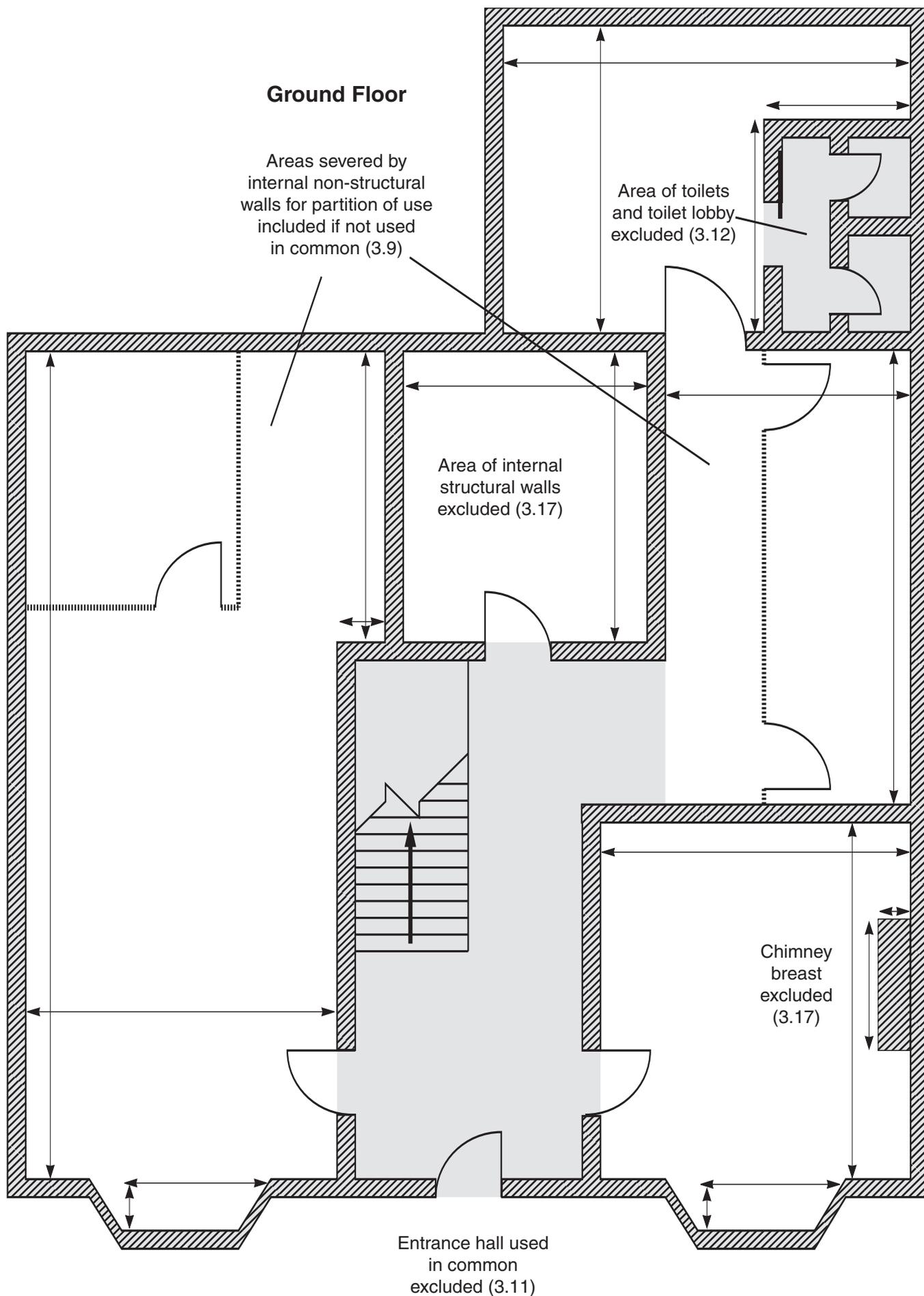


Diagram G

Example of appropriate dimensions for NIA floor areas defined offices (open plan) multiple occupation

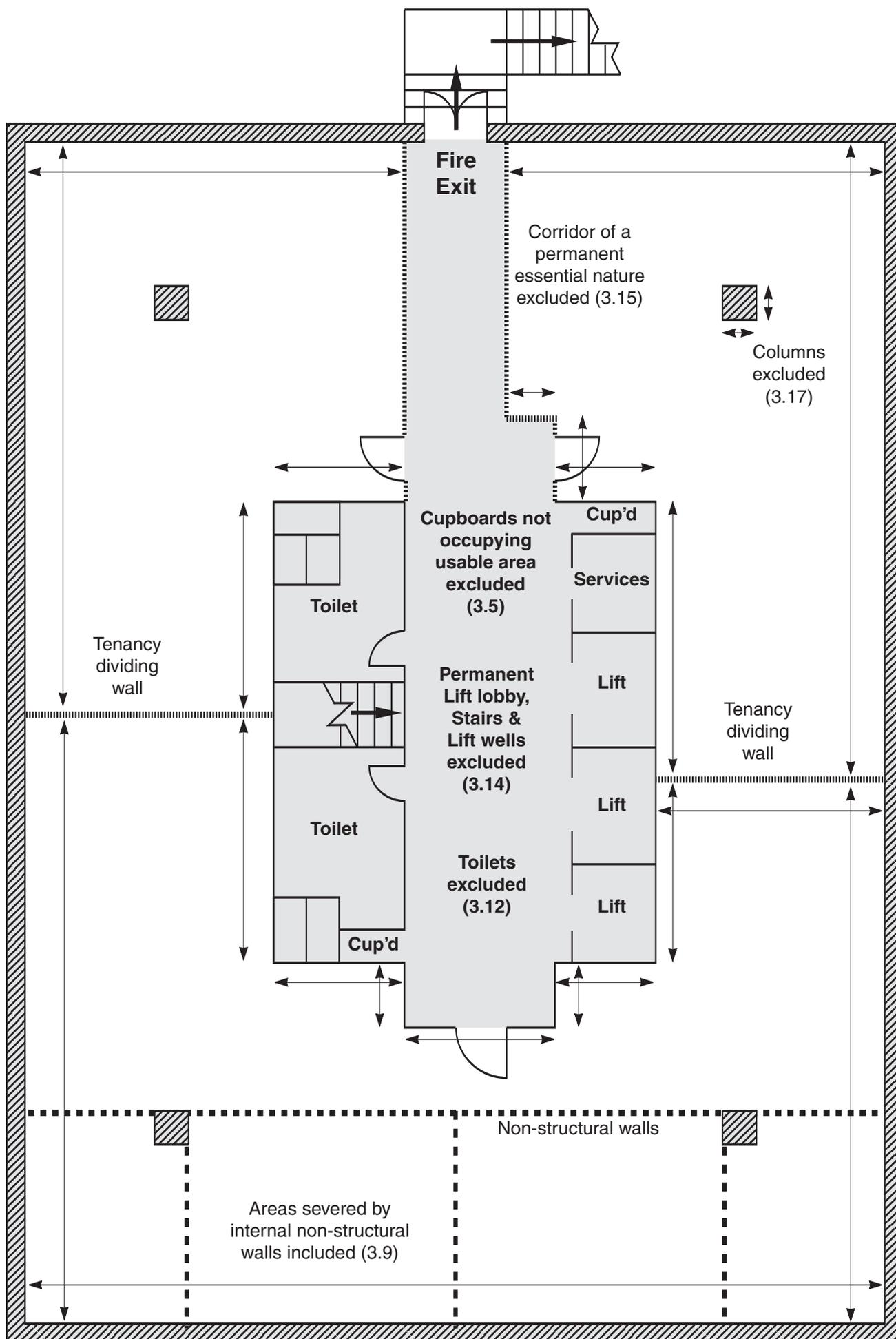
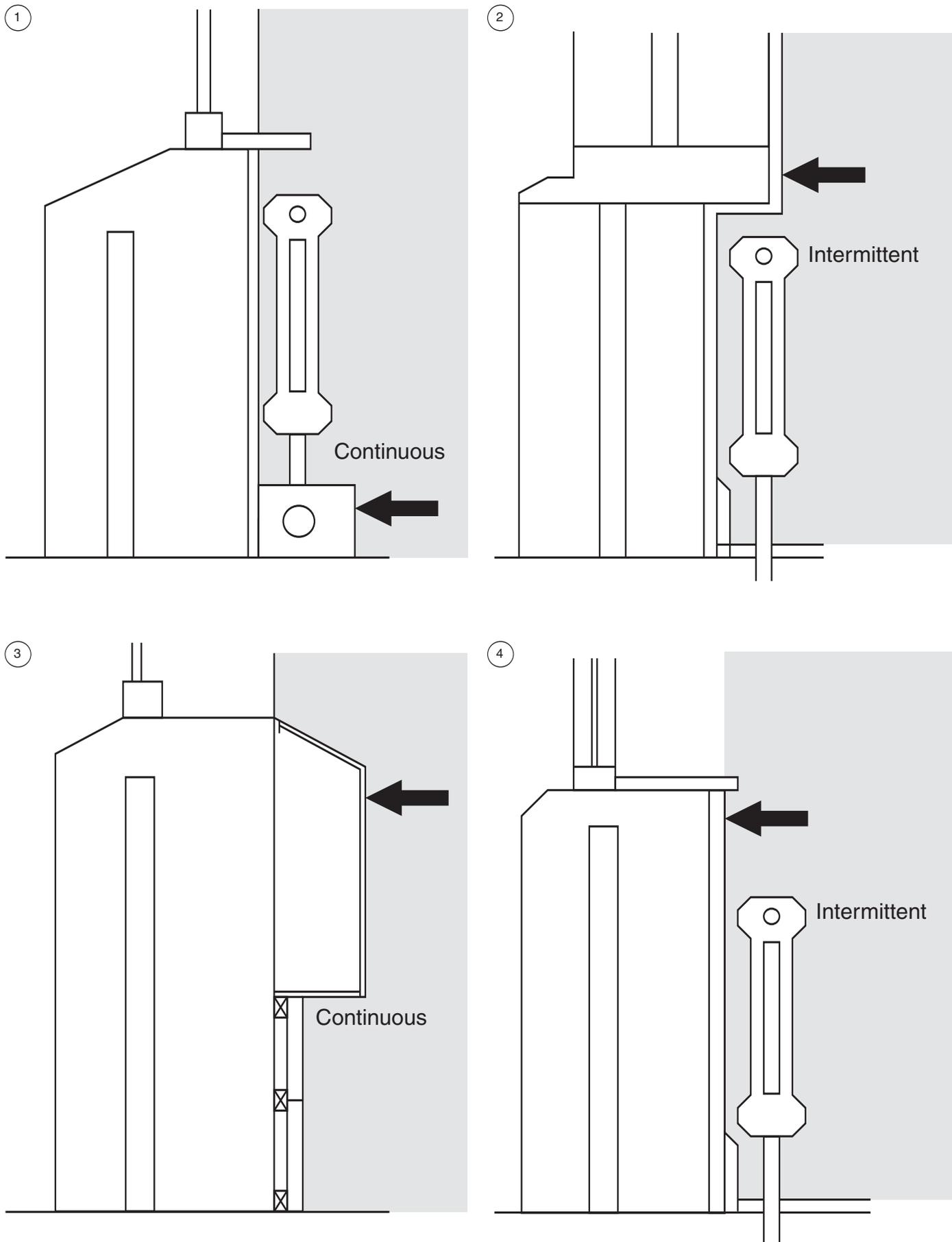


Diagram H

Net Internal Area (NIA)

Examples of appropriate points from which to measure in respect of various types of heating installations



Technical definitions

4.0 Cubic Content (CC)

The product of the Gross Internal Area and the Clear Internal Height as defined under paragraph 5.0 of the Code.

5.0 Clear Internal Height (CIH)

The height between the structural floor surface and the underside of the lowest point of the structural ceiling or roof. See diagram I.

6.0 Eaves Height (EH)

See diagram I.

A. Internal – the height between the floor surface and the underside of the roof covering, supporting purlins or underlining (whichever is lower) at the eaves on the internal wall face.

B. External – the height between the ground surface and the exterior of the roof covering at the eaves on the external wall face ignoring any parapet.

7.0 Ceiling Height (CH)

The height between the topmost floor surface and the underside of the ceiling. See diagram J.

8.0 Raised Floor Void (RFV)

The minimum clearance between the structural floor surface and the underside of the raised floor or its supporting structure, where this is materially intrusive. See diagram J.

9.0 Maximum Internal Height (MIH)

The height between the structural floor surface and the underside of the highest point of the structural ceiling or roof. See diagram J.

10.0 Site Area (SA)

The total area of the site within the site title boundaries, measured on a horizontal plane.

11.0 Gross Site Area (GSA)

The Site Area (SA), plus any area of adjoining roads, enclosed by extending the boundaries of the site up to the centre of the road, or 6m out from the frontage, whichever is less.

12.0 Site Depth (SD)

The measurement of a site from front to rear boundaries.

13.0 Building Frontage (BF)

The measurement along the front of a building from the outside of external walls or the centre line of party walls.

14.0 Site Frontage (SF)

The measurement of a site along its frontage between two flank boundaries.

15.0 Plot Ratio (PR)

Ratio of Gross External Area to Site Area where Site Area is expressed as one, e.g. 3:1.

Applications

(when to use)

- APP 12 **Estate agency and valuation** CC is used in the measurement of warehouses
- APP 13 **Estate agency and valuation** CIH is used in the measurement of industrial and warehouse buildings
- APP 14 **Estate agency and valuation** EH, CH, RFV and MIH have general use applications
- APP 15 **Land measurement** SA is a basis of measurement used for calculating land areas
- APP 16 **Planning** SA is a basis for commercial and residential development density computations
- APP 17 **Usage** GSA is for general use, mainly industrial and warehouse buildings
- APP 18 **Usage** SD, BF, SF and PR are for general application

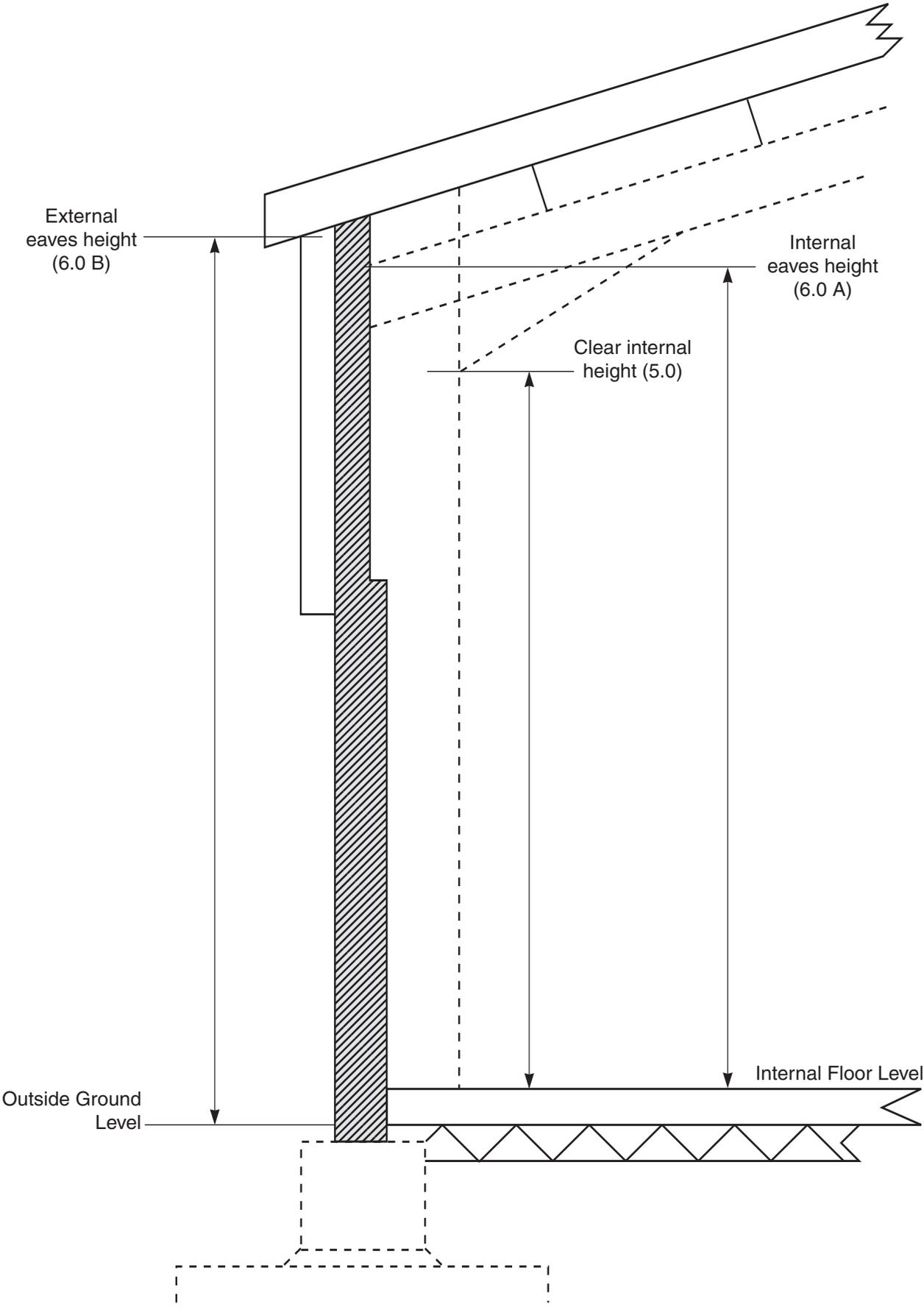
Notes

(how to use)

- CC 1 **Town planning** – for planning purposes there are particular statutory definitions of cubic content
- EH 1 **Predominant eaves height** – this term may be used where there are small changes in the level of the ground surface at the foot of the outside wall
- EH 2 **Minimum eaves height** – this term may be used where there are significant changes in the level of the ground surface at the foot of the outside wall and a materially reduced dimension occurs
- CH 1 **False ceilings** – if a false ceiling is installed, the ceiling height to the underside of the structural ceiling may also be quoted

Diagram I

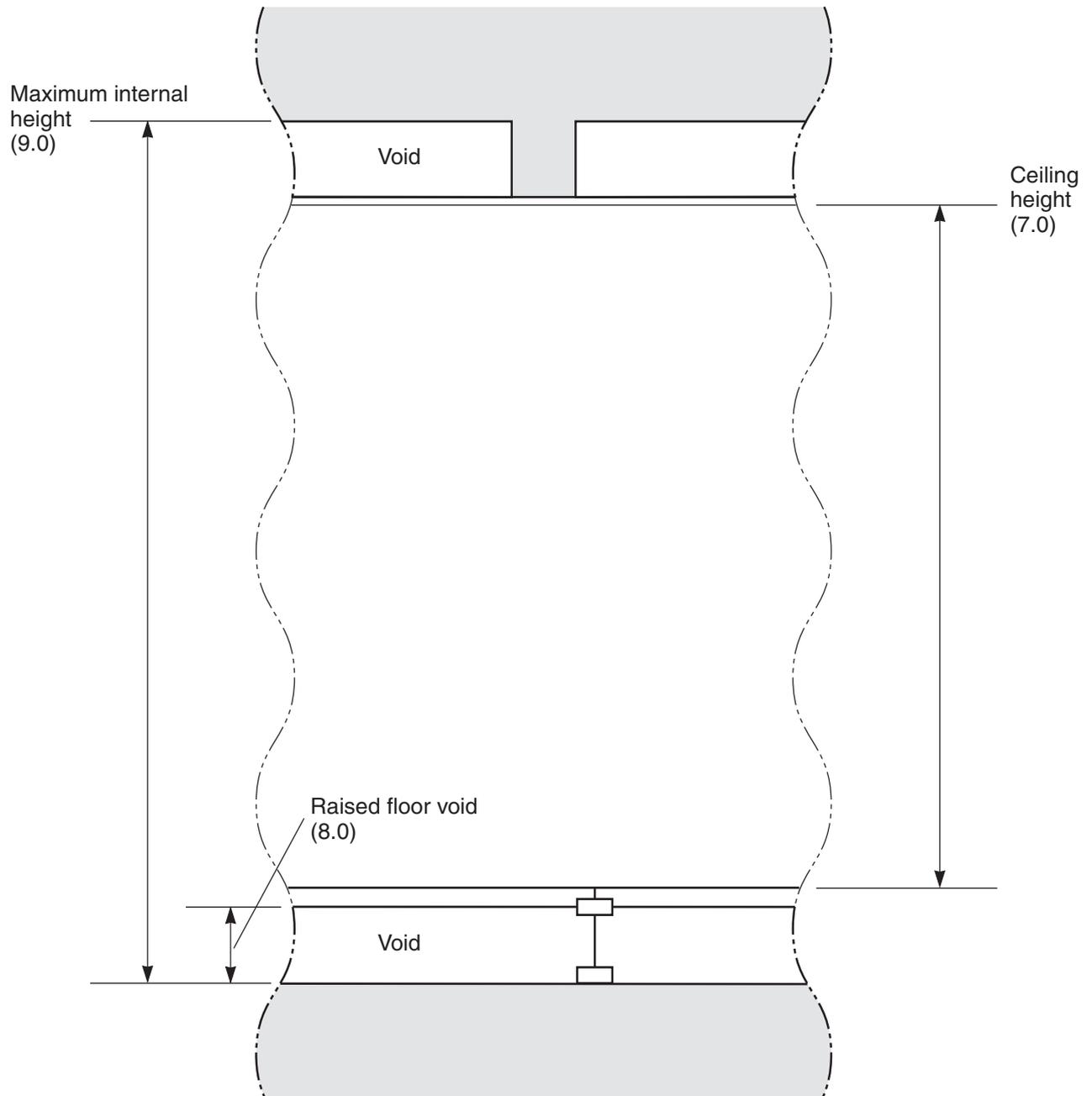
Illustration of appropriate dimensions for heights defined



Building Section

Diagram J

Illustration of appropriate dimensions for heights defined



Internal Section (part)

Special use definitions: Shops

16.0 Retail Area (RA)

The retail area of the shop is the Net Internal Area (NIA).

Including

- 16.1 Storerooms and ancillary accommodation formed by non-structural partitions, the existence of which should be noted
- 16.2 Recessed and arcaded areas of shops created by the location and design of the window display frontage

Excluding

- 16.3 Storerooms and ancillary accommodation formed by structural partitions
- 16.4 Display cabinets which should be identified separately

17.0 Storage Area (StoA)

The NIA of a shop which does not form part of the RA (see 16.0) and which is usable exclusively for storage purposes.

18.0 Ancillary Areas (AA)

All NIA not included in RA and StoA but capable of beneficial use.

19.0 Gross Frontage (GF)

The overall external measurement in a straight line across the front of the building, from the outside of external walls, or the centre line of party walls.

20.0 Net Frontage (NF)

The overall external frontage on the shop line measured between the internal face of the external walls, or the internal face of support columns.

Including

- 20.1 The display window frame and shop entrance

Excluding

- 20.2 Recesses, doorways or access to other accommodation

21.0 Shop Width (SW)

Internal width between inside faces of external walls at front of shop or other point of reference.

22.0 Shop Depth (ShD)

Measurement from the notional display window to the rear of the retail area.

Including

- 22.1 The thickness of the display window (or any supporting structure)

23.0 Built Depth (BD)

Maximum external measurement from front to rear walls of a building at ground level.

Applications

(when to use)

- APP 19 **Estate agency and valuation**
RA is the basis of measurement for the valuation and marketing of shops and supermarkets

Notes

(how to use)

- RA 1 **Diagrams** – diagrams E to H, K and L illustrate how to apply NIA; diagrams K and L are specific to shops
- RA 2 **Zoning** – the use of zones when assessing the values of shops is a valuation, not a measurement technique. Consequently it is not part of this Code. Market custom shall prevail
- RA 3 **Display Window** – location for the purpose of assessing GEA, GIA or NIA, in the case of shop property where the display window forms the non-structural ‘fourth wall’, its location should be assumed to be at the forward-most point at which a shop display window could in fact be installed
- AA 1 **Ancillary areas** – include staff rooms, kitchens, training rooms, offices, and the like
- GF 1 **Return Gross Frontage** – to be measured in the same way as Gross Frontage
- NF 1 **Return Net Frontage** – to be measured in the same way as Net Frontage
- NF 2 **Display windows** – the existence and nature of display windows and integral shop fronts are to be noted
- SW 1 **Shop width** – if the shop width is not reasonably constant throughout the whole sales area, then this should be stated and additional measurements may need to be provided
- ShD1 **Defining notional display window** – the notional display window is to be assumed placed at the forward-most point at which a shop (see RA 3) display window could in fact be installed
- ShD2 **Shop depth** – if the depth is not reasonably constant throughout the whole sales area, then this should be stated and additional measurements may need to be provided
- ShD3 **Building line** – the position of the building line is to be noted

Diagram K

An example of NIA in practice in a retail context

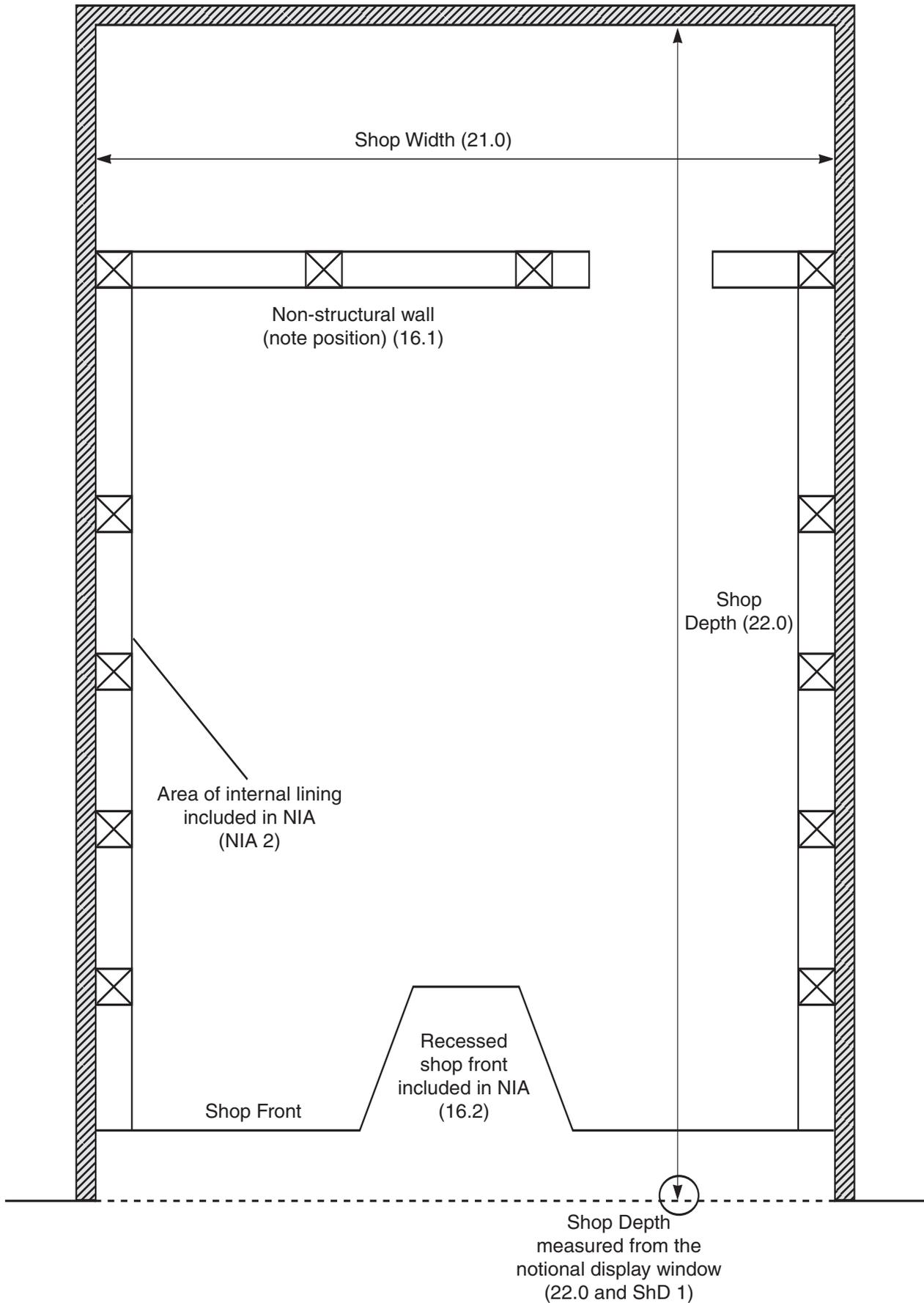
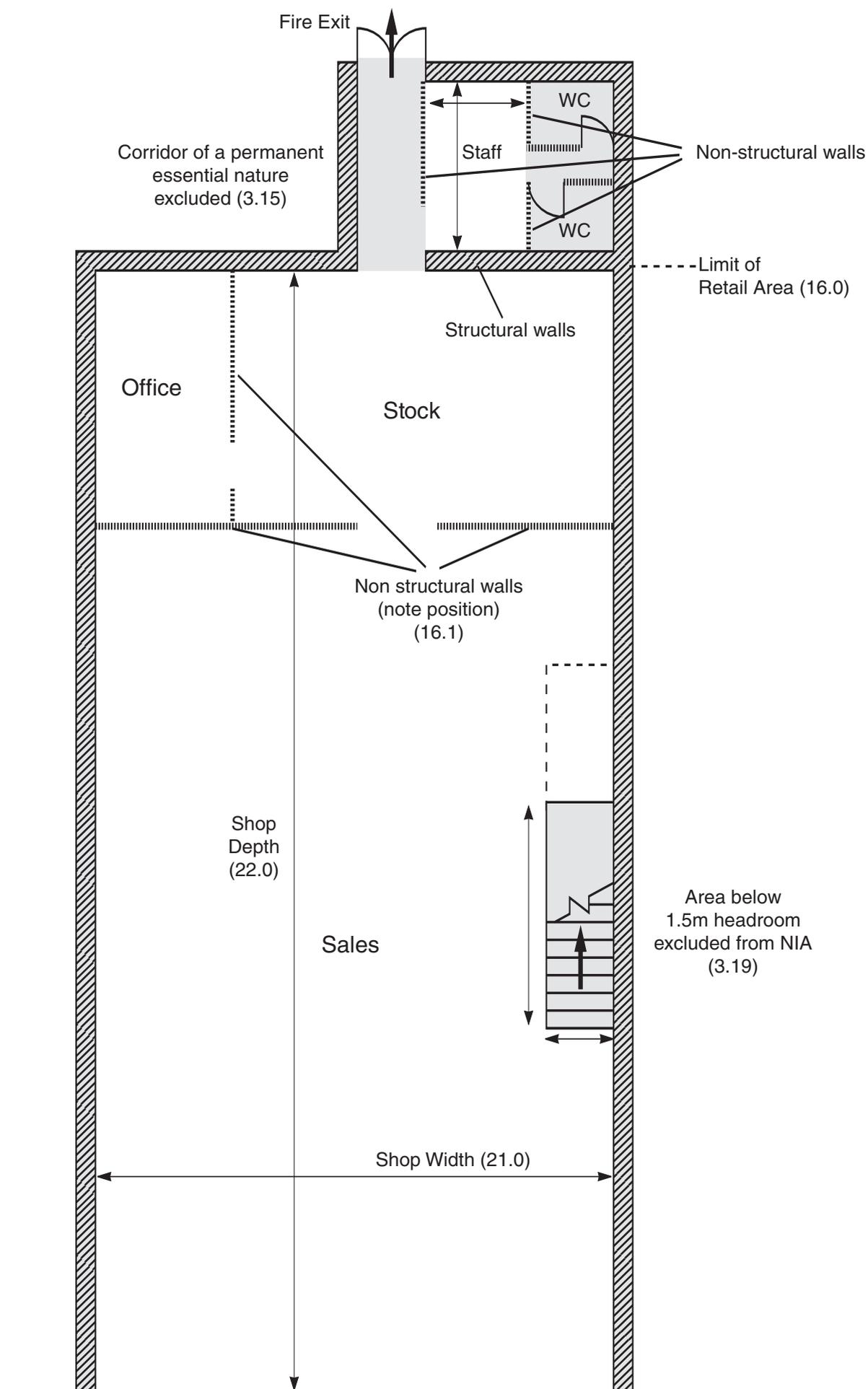


Diagram L

An example of NIA in practice in a retail context



Special use definitions: Residential

24.0 Residential Agency Guidelines (RAG)

Normal market practice is to describe residential property by linear measurement, not on a floor area basis. Where floor areas are adopted they are commonly measured to GIA. It is recommended that these Residential Agency Guidelines be followed for marketing, sale or letting of residential property.

- 24.1 Measurements should be taken at a point above skirting board level no higher than 1.5m above the floor
- 24.2 Where rooms include bays, recesses, alcoves, etc., these should be included or excluded in the measurements quoted, as may be considered reasonable (see RAG 2) in order to give a fair description of the subject room, and the measurement qualified by such words as 'into bay' or 'excluding alcove' as appropriate
- 24.3 Kitchen units, built-in cupboards, wardrobes, and the like occupying usable space shall be measured as part of the room which they occupy and shall be identified
- 24.4 'L'-shaped rooms are to be measured and expressed in two parts
- 24.5 For irregular-shaped rooms, either no dimensions should be given or they should be related to a proportionate sketch plan with lined dimensions to give an accurate description of the accommodation
- 24.6 In rooms with sloping ceilings measurements should be taken 1.5m above floor level and the presence of the sloping ceiling noted
- 24.7 Where there is a stepped change in floor level, each section should be measured and expressed separately
- 24.8 Where annexes or additions are of significantly different construction from the main accommodation, or are self-contained, they should be measured and described separately
- 24.9 Garage measurements should be taken overall internally between the main wall faces. Projecting piers and door reveals should normally be ignored unless unusually restrictive when the minimum width should also be stated

Applications

(when to use)

APP 20 **Residential estate agency** RAG is for marketing, sale and letting of residential property

Notes

(how to use)

RAG 1 **Accuracy** – measurements must be accurate. They must not mislead (see Introduction on page 5)

RAG 2 **‘Reasonable’ defined** – the word ‘reasonable’ in 24.2 is defined according to the courts’ test (see Introduction: Core definitions on page 5)

RAG 3 **Inclusive measurements** – when measurements are given inclusive of fitted units (see 24.3), descriptions require clarity in order not to mislead

RAG 4 **Basements** – where the floor level of part of a building is below ground level it may be necessary for marketing purposes to call it a basement in order not to mislead. Circumstances vary, but the extent to which there is a loss of natural light or restricted internal height are examples of the kind of tests which can be applied

Special use definitions: Residential

25.0 Residential Valuations (RV)

There is no single accepted practice for measurement of residential property for valuation purposes. It is suggested that the guidelines at 24.0 (see page 32) are adopted where linear dimensions are expressed. If the valuer wishes to refer to a property's area then the alternative approaches are GEA (see APP 2 and APP 3), GIA (see APP 4, APP 8 and APP 21) or EFA (see APP 22). The basis of those areas should be stated in the valuer's report.

26.0 Net Sales Area (NSA)

Net Sales Area is the aggregate of the GIA of the dwellings within a residential development, excluding garages and conservatories.

27.0 Effective Floor Area (EFA)

Effective Floor Area is the usable area of the rooms within a building measured to the internal face of the walls of those rooms.

| Including | Excluding |
|---|--|
| 27.1 Living rooms, dining rooms, bedrooms, kitchens, and the like | 27.5 Bathrooms, showers and toilets |
| 27.2 Areas occupied by fitted cupboards within those rooms | 27.6 Stairwells, lift-wells, halls, landings and balconies |
| 27.3 A floor area which contains a ventilation/heating grille | 27.7 Corridors and the like, whether formed by structural walls or not |
| 27.4 Areas occupied by skirting | 27.8 Internal walls whether structural or not, columns, piers, chimney breasts, vertical ducts, and the like |
| | 27.9 Areas with headroom less than 1.5m |
| | 27.10 Fuel stores, lift rooms, tank rooms, plant rooms, cupboards, etc. |
| | 27.11 Areas under the control of service or other external authorities including meter cupboards and statutory service supply points |

Applications

(when to use)

APP 21 **Net Sales Area** NSA is used in assessing the gross development value of a scheme, and as a benchmark for average or clawback provisions

APP 22 **Effective Floor Area** EFA is used for council tax banding of flats and maisonettes

Notes

(how to use)

EFA 1 **Effective Floor Area** is measured as for NIA assuming all walls are structural

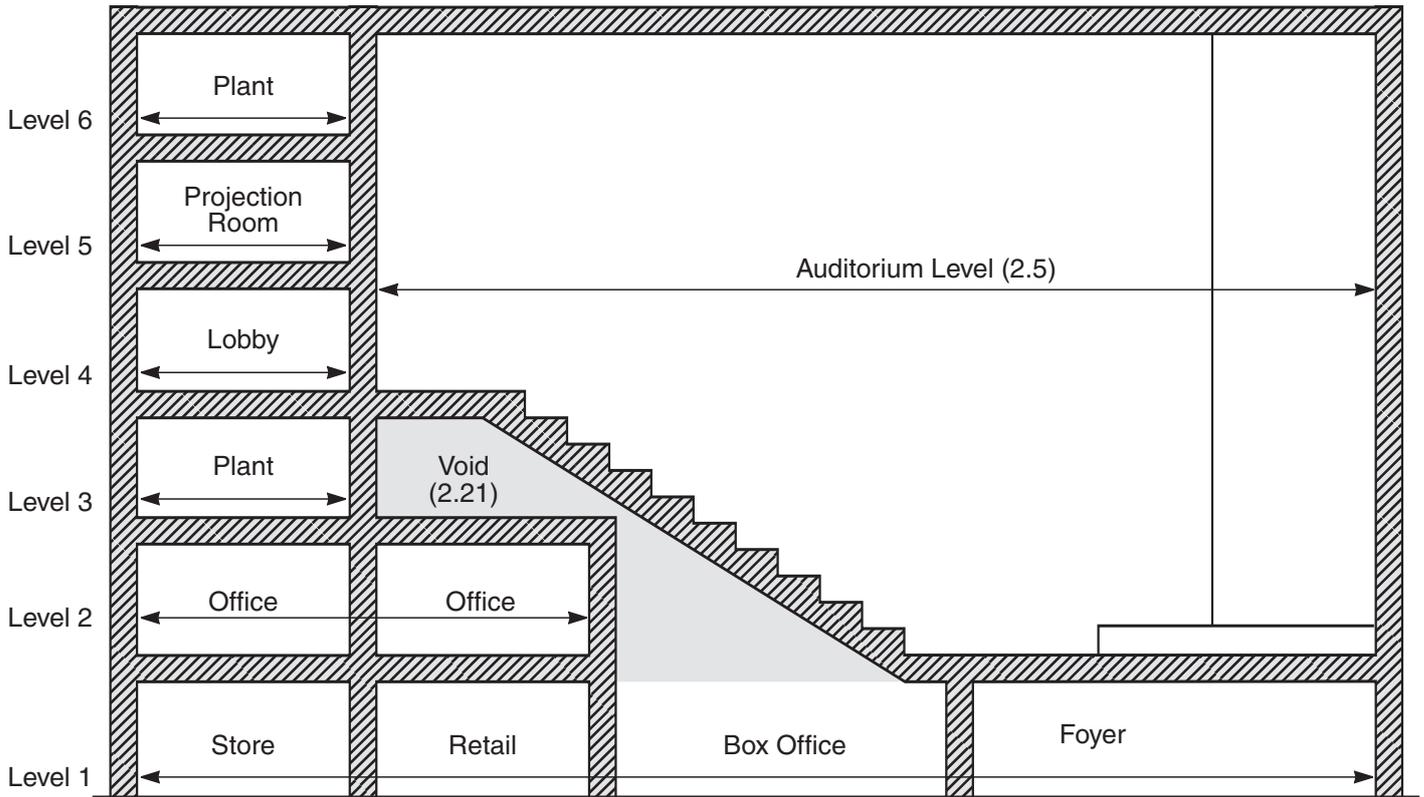
Special use definitions: Leisure

- 28.0 As stated in the introduction this is a code of measurement, not valuation. Many properties used for leisure are valued having regard to trading potential. In these circumstances the area of the premises may not be a factor used directly in the assessment of value. There are, however, occasions where the value is assessed, or the price paid is analysed, by reference to area. This will depend on market practice and the judgment of the valuer, estate agent or developer.
- 29.0 Where the area is considered to be relevant it will be of assistance if a consistent approach is adopted to the basis of measurement. It is recommended that the Gross Internal Area is stated.
- 30.0 Market practice suggests that it may be helpful for some areas within GIA to be stated separately:
- 30.1 Internal load-bearing walls and columns
 - 30.2 Fire escape stairs and corridors
 - 30.3 In the measurement of purpose-built multiplex cinemas the floor levels providing raised projection boxes and the stepped flooring providing the auditoria seating
 - 30.4 For restaurant premises the public seating areas, kitchens and stores
- 31.0 Where the effective drinking area of licensed premises is required by licensing justices or similar bodies, the trading accommodation area must exclude the area of the servery (bar counters)

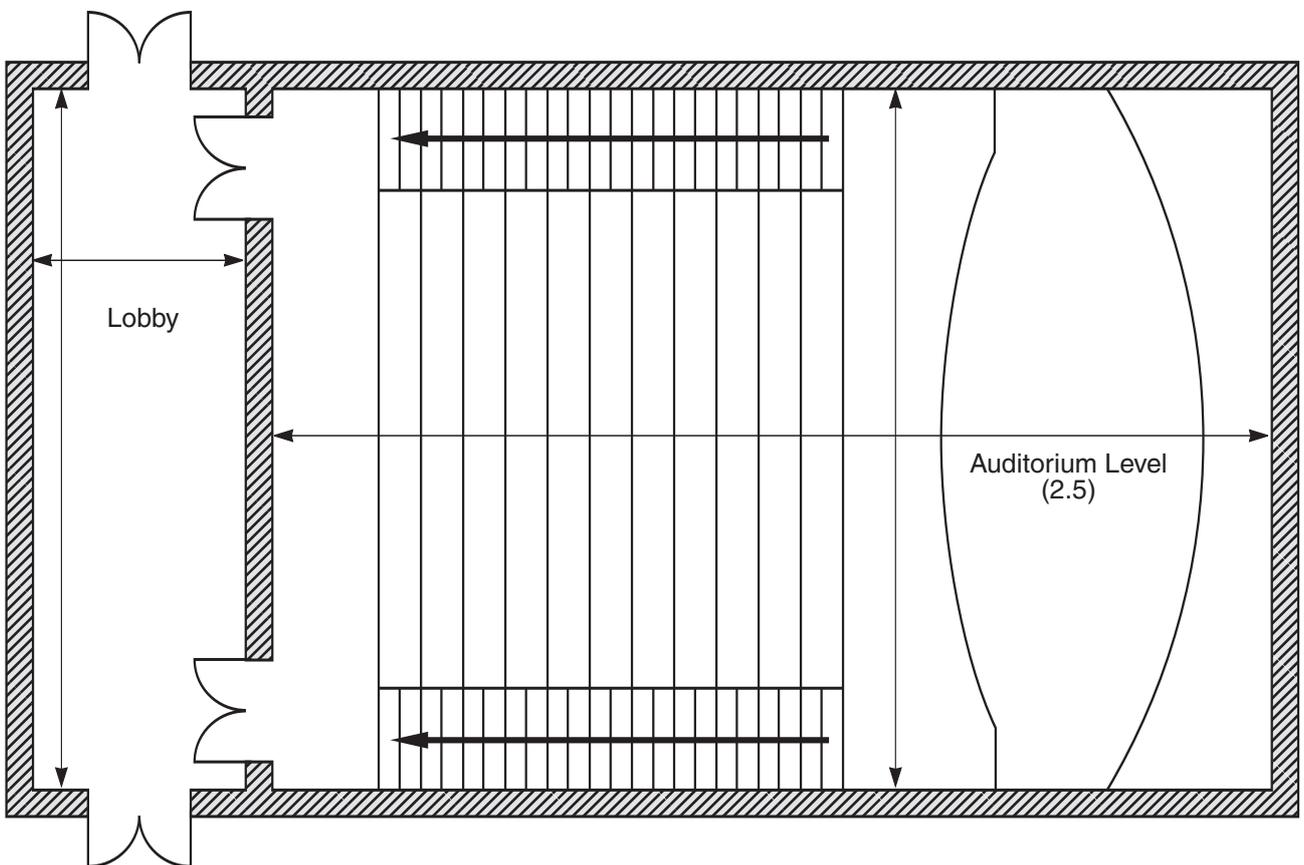
Diagram M

Example of appropriate dimensions for GIA floor area defined at each level

Leisure facilities



Building Section



Building Plan