

## ADMINISTRATIVE DETERMINATION

Date: January 2009  
Made By: Michelle Groenevelt, Community Development Director  
Bradley Kraushaar, City Planner  
RE: The calculation of square footage for planning requirements

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The following Administrative Determination clarifies the way in which square footage calculations will be performed.

**In the calculation of square footage for various Planning Department requirements (i.e. applicability of Design Review, application requirements for Accessory Structures, etc.) total square footage of a structure will be counted, as dictated by the International Code Council, including the square footage on each floor, conditioned and unconditioned, and including covered porches, but not uncovered porches. In cases of indeterminacy regarding covered versus uncovered porches, the administrator shall, regardless of construction details, count covered portions of porches if the intent of the overhanging roof is to cover the porch.**

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Below is further explanation of the above determination.

Square footage is included in the Code in various places as a general way of capturing the “size” of a structure. The code places different requirements on “larger” structure than on “smaller” structures, and the square footage of a structure is a simple way to delineate the threshold between “large” and “small” structures. From a planning perspective, it is irrelevant in determining the exterior “size” of a structure whether the space inside a structure is conditioned or unconditioned (per building definitions). Thus, all square footage in a structure, on each and every floor/level is counted by the Planning Department.