



# Space Information: Space Class Definitions

## SPACE CLASS DEFINITIONS

**Assistance** | If you have any questions about this document, please contact Kevin Grzyb ([k-grzyb@northwestern.edu](mailto:k-grzyb@northwestern.edu))

The following guide provides definitions and descriptions for all available Space Classes in Facilities Connect.

| SPACE CLASS                        | SPACE CLASS NAME         | CAN BE ASSIGNED TO | INCLUDED IN         |                     | SPACE CLASS DEFINITION   | SPACE CLASS DESCRIPTION   |
|------------------------------------|--------------------------|--------------------|---------------------|---------------------|--|---|
|                                    |                          |                    | Non-Assignable Area | Net-Assignable Area |  |   |
| <b>100   CLASSROOM FACILITIES</b>  |                          |                    |                     |                     |  |   |
| 110                                | Classroom                | Yes                | No                  | Yes                 | A room used for classes and that is also not tied to a specific subject or discipline by equipment in the room or the configuration of the room.   | Includes rooms or spaces generally used for scheduled instruction that require no special, restrictive equipment or configuration. A classroom may be equipped with tablet armchairs (fixed to the floor, joined in groups, or flexible in arrangement), tables and chairs (as in a seminar room), or similar types of seating. These spaces may contain multimedia or telecommunications equipment. A classroom may be furnished with special equipment (e.g., globes, pianos, maps, computers, network connections) appropriate to a specific area of study, if this equipment does not render the space unsuitable for use by classes in other areas of study.   |
| 115                                | Classroom Service        | Yes                | No                  | Yes                 | A space that directly serves one or more classrooms as an extension of the activities in that space.   | Includes projection rooms, telecom, communications control booths, preparation rooms, coat rooms, closets, storage areas, etc., if they serve classrooms.   |
| 120                                | Lecture Room             | Yes                | No                  | Yes                 | Classrooms for large classes with either fixed table and chair seating or traditional theater type seating. Room capacities typically exceed 100 stations.   |   |
| 125                                | Lecture Room Service     | Yes                | No                  | Yes                 | A space that directly serves one or more lecture rooms as an extension of the activities in that space.  |   |
| 130                                | Seminar Room             | Yes                | No                  | Yes                 | A smaller room or space used primarily for instruction classes that are tied to a specific subject or discipline. The category includes seminar rooms, which are typically small rooms, less than 25 stations.   |   |
| 140                                | Seminar Room Service     | Yes                | No                  | Yes                 | A space that directly serves a seminar room as an extension of the activities in that space.   |   |
| <b>200   LABORATORY FACILITIES</b> |                          |                    |                     |                     |  |   |
| 210                                | Class Laboratory         | Yes                | No                  | Yes                 | A space used primarily for formally or regularly scheduled instruction (including associated mandatory, but non-credit-earning laboratories) that require special purpose equipment or a specific space configuration for student participation, experimentation, observation, or practice in an academic discipline. A space is considered to be scheduled if the activities generate weekly student contact hours 50 (WSCHs), the activities fulfill course requirements, and/or there is a formal convener present. | A class laboratory is designed for or furnished with equipment to serve the needs of a particular discipline for group instruction in formally or regularly scheduled classes. This special equipment normally limits or precludes the space's use by other disciplines. Included in this category are spaces generally called teaching laboratories, instructional shops, computer laboratories, and rooms, choral rooms, (group) music practice rooms, language laboratories, (group) studios, theater stage areas used primarily for instruction, instructional health laboratories, and similar specially designed or equipped rooms, if they are used primarily for group instruction in formally or regularly scheduled classes. Computer rooms used primarily to instruct students in the use of computers are classified as class laboratories if that instruction is conducted primarily in formally or regularly scheduled classes. |
| 215                                | Class Laboratory Service | Yes                | No                  | Yes                 | A space that directly serves one or more class laboratories as an extension of the activities in those spaces.   | Includes any space that directly serves a class laboratory. Included are projection rooms, telecommunications control booths, coat rooms, preparation rooms, closets, material storage (including temporary hazardous materials storage), balance rooms, cold rooms, stock rooms, dark rooms, equipment issue rooms, etc., if they serve class laboratories.  |

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| <b>200   LABORATORY FACILITIES (CONTINUED)</b> |                              |                    |                     |                     |  |   |
| 220  | Open Laboratory              | Yes                | No                  | Yes                 | A laboratory used primarily for individual or group instruction that is informally scheduled, unscheduled, or open.  | An open laboratory is designed for or furnished with equipment that serves the needs of a particular discipline or discipline group for individual or group instruction where 1) use of the space is not formally or regularly scheduled, or 2) access is limited to specific groups of students. Included in this category are spaces generally called music practice rooms, language laboratories used for individualized instruction, studios for individualized instruction, special laboratories or learning laboratories (e.g., speech, hearing, law, psychology, and health-related professions) if discipline restricted, individual laboratories, and computer laboratories involving specialized restrictive software or where access is limited to specific categories of students. For example, a computer laboratory with only engineering or CAD software or a computer-based writing laboratory available only to English Composition students would be classified as an open laboratory because of the restricted usage of the space for a particular discipline or discipline group. Spaces containing computer equipment that is not restricted to a specific discipline or discipline group are classified as Study Rooms (410) unless the primary intent is to function as a site for structured learning or group activities rather than individual knowledge acquisition. |
| 225  | Open Laboratory Service      | Yes                | No                  | Yes                 | A space that directly serves one or more open laboratories as an extension of the activities in those spaces.  | Includes only those spaces that directly serve an open laboratory. Included are projection rooms, telecommunications control booths, coat rooms, preparation rooms, closets, material storage (including temporary hazardous materials storage), balance rooms, cold rooms, stock rooms, dark rooms, equipment issue rooms, and similar facilities, if they serve open laboratories.  |
| 230  | Individual Study Laboratory  | Yes                | No                  | Yes                 | A laboratory used for single, separate instruction, laboratory experimentation, research or structured creativity activity.  |   |
| 235  | Individual Study Lab Service | Yes                | No                  | Yes                 | A space that directly serves an individual study laboratory as an extension of the activities in that space.   |   |
| 240  | Faculty Research Office      |                    | No                  | Yes                 | A room used for dry lab research.  |   |
| 241  | Research Workstation         |                    | No                  | Yes                 | A workstation or cube used for dry lab research.   |   |
| 250  | Non-class Laboratory         | Yes                | No                  | Yes                 | A space used for laboratory experimentation, research, or training in research methods; professional research and observation; or structured creative activity within a specific program or for sponsored research (whether sponsored with federal, state, private, or institutional funds). | A research/non-class laboratory is designed or equipped for faculty, staff, and students for the conduct of research and controlled or structured creative activities. These activities are generally confined to faculty, staff, and assigned graduate students and are applicable to any academic discipline. Activities may include experimentation, application, observation, composition, or research training in a structured environment directed by one or more faculty or principal investigators. These activities do not include practice or independent study projects and activities that, although delivering "new knowledge" to a student, are not intended for a broader academic (or sponsoring) community (e.g., a presentation or publication). This category includes laboratories that are used for experiments, testing, or "dry runs" in support of instructional, research, or public service activities. Non-class public service laboratories that promote new knowledge in academic fields (e.g., animal diagnostic laboratories, cooperative extension laboratories) are included in this category.   |
| 251  | Cell/Tissue Culture Room     | Yes                | No                  | Yes                 | A room where a biosafety cabinet is used to manipulate cell cultures from various animals or plants.   |   |

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| <b>200   LABORATORY FACILITIES (CONTINUED)</b> |                              |                    |                     |                     |   |  |
| 252  | Lab Equip Room               | Yes                | No                  | Yes                 | A room that houses equipment directly relating to or supporting the activity in the adjacent laboratory room.   |  |
| 253  | Environmentally Controlled   | Yes                | No                  | Yes                 | A room that is controlled for climate (temperature and/or humidity) within the room itself and independent of other rooms.  |  |
| 254  | Research Darkroom            | Yes                | No                  | Yes                 | A room that has highly regulated light controls to allow specialized activity in support of the adjacent laboratory space.  |  |
| 255  | Non-class Lab Service        | Yes                |                     |                     | A space that directly serves one or more research/non-class laboratories as an extension of the activities in those spaces.   | Includes only those spaces that directly serve a research/non-class laboratory. Included are projection rooms, telecommunications control booths, coat rooms, preparation rooms, closets, material storage, balance rooms, cold rooms, stock rooms, dark rooms, equipment issue rooms, temporary hazardous materials storage areas, and similar facilities, if they serve research/non-class laboratories. |
| 256  | Glass Wash                   | Yes                |                     |                     | A room that houses equipment to wash/sanitize glassware used in adjacent laboratory space(s).   |  |
| 257  | Autoclave                    | Yes                |                     |                     | A room that houses pressure chamber equipment that sterilizes small equipment used in adjacent laboratory space(s). This would also be the designation of the mechanical room to access the autoclave for maintenance, if a separate space.       |  |
| 258  | Lab Storage Room             | Yes                |                     |                     | A room that stores material or equipment that is used in support of the adjacent laboratory space(s).   |  |
| 259  | Linear Equip Room            | Yes                |                     |                     | A service corridor that houses specialized interrelated equipment that is used in support of the adjacent laboratory space(s).  |  |
| 260  | Equip Corridor               | Yes                |                     |                     | A service corridor that houses general equipment that is used in support of the adjacent laboratory space(s).   |  |
| 261  | Special Fac Corridor         | Yes                |                     |                     | A service corridor that houses specialized equipment or materials that are used in support of the adjacent laboratory space(s), or a corridor within a contained special facility environment (i.e. clean room, research animal facilities, etc.) |  |
| 262  | Lab Suite Corridor           | Yes                |                     |                     | A passageway that connects to laboratory space(s) within a larger suite.  |  |
| 263  | Research Exam/Interview Room | Yes                |                     |                     | A room used to speak with or evaluate research subjects as part of a larger research activity function.   |  |
| 264  | Research Asset Location      | Yes                |                     |                     | A room or space that contains equipment or property bought for a specific research function.  | This designation may be applied to non-University spaces where the grant funded asset is being used in a collaborative research project in order to accurately track the location of assets paid for by sponsored grant funds. Contact the Space Information Manager or Cost Studies team if off site locations need to be added.  |



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| <b>200   LABORATORY FACILITIES (CONTINUED)</b> |                            |                    |                     |                     |   |  |
| 265  | Freezer Farm               | Yes                |                     |                     | A room or space that contains freezers designated to store specimen for a specific research function.   |  |
| 266  | Recharge Operation Support | Yes                |                     |                     | A room or space that supports the performance of the recharge activity.   |  |
| <b>300   OFFICE FACILITIES</b>                 |                            |                    |                     |                     |   |  |
| 310  | Faculty Office             | Yes                | No                  | Yes                 | A space housing faculty, staff, or students working at one or more desks, tables or workstations.   | An office is typically assigned to one or more persons as a station or work area. It may be equipped with desks, chairs, tables, bookcases, filing cabinets, computer workstations, microcomputers, or other office equipment. Included are faculty, administrative, clerical, graduate and teaching assistant, and student offices.   |
| 311  | Research Staff Office      | Yes                | No                  | Yes                 | A space housing staff dedicated to research activity working at one or more desks, tables or workstations.  |  |
| 312  | Grad Student Office        | Yes                | No                  | Yes                 | A space housing graduate students in specific field of construction working at one or more desks, tables or workstations.                         |  |
| 313  | Administrative Office      | Yes                | No                  | Yes                 | A space housing staff dedicated to the running of the academic group working at one or more desks, tables or workstations.                        |  |
| 314  | Other Staff Office         | Yes                | No                  | Yes                 | A space housing staff dedicated to staff that assists with activities of the academic group working at one or more desks, tables or workstations. |  |
| 315  | Office Service             | Yes                | No                  | Yes                 | A space that directly serves an office or group of offices as an extension of the activities in those spaces.                                     | Includes file rooms, break rooms, kitchenettes serving office areas, copy and fax rooms, vaults, closets, private restrooms not available to the public, records rooms, office supply rooms, first aid rooms serving office areas, student counseling rooms and testing (assessment, non-health, non-discipline-related) rooms, and open and private (restricted/nonpublic) circulation areas. |
| 316  | Workstation/Cubicle        | Yes                | No                  | Yes                 | A singular space housing faculty, staff, or student working on activities of the academic group.  |  |
| 317  | Open Work Space            | Yes                | No                  | Yes                 | An unobstructed space housing faculty, staff, or students working on activities of the academic group.  |  |
| 318  | Waiting/Reception          | Yes                | No                  | Yes                 | A space or room where visitors are received and stay until a meeting or appointment time within an office suite.                                  |  |
| 320  | Office Suite Corridor      | Yes                | No                  | Yes                 | A passageway that connects spaces within a larger office suite.   |  |
| 321  | Lockers                    | Yes                | No                  | Yes                 | A room or space that houses small lockable compartments for faculty, staff or students.   | This designation can also be applied to the area occupied by lockers accessed along a public corridor or within an enclosed office or research suite   |
| 322  | Hoteling/Temp Workspace    | Yes                | No                  | Yes                 | A space that is scheduled for use for faculty, staff or students.   |  |



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| <b>300   OFFICE FACILITIES (CONTINUED)</b> |                              |                    |                     |                     |  |  |
| 350  | Conference Room              | Yes                | No                  | Yes                 | A space serving an office complex and used primarily for staff meetings and departmental activities.   | A conference space is typically equipped with tables and chairs. Normally it is used by a specific organizational unit or office area, whereas Meeting Rooms (680) are used for general purposes such as community or campus group meetings not associated with a particular department. If a space is used for both conference and meeting space functions, then the space should be classified according to its principal use. A conference space is distinguished from facilities such as seminar rooms, lecture rooms, and Classrooms (110) because it is used primarily for activities other than scheduled classes. A conference space is intended primarily for formal gatherings, whereas a lounge is intended for relaxation and casual interaction. This category includes teleconference spaces.    |
| 355  | Conference Room Service      | Yes                | No                  | Yes                 | A space that directly serves one or more conference spaces as an extension of the activities in those spaces.  | Includes kitchenettes, storage spaces, telecommunications control booths, projection rooms, sound equipment rooms, etc., if they serve conference spaces.  |
| 360  | Interaction Area             | Yes                | No                  | Yes                 | A space or room that fosters communication and interface with users in a more casual setting.  |  |
| 370  | Dept Washroom – Men          | Yes                | No                  | Yes                 | <i>A room that is equipped with washing and toilet facilities for men.</i>   | This is not a public washroom and would have limited access for the department or program participants only  |
| 371  | Dept Washroom – Women        | Yes                | No                  | Yes                 | <i>A room that is equipped with washing and toilet facilities for women.</i>   | This is not a public washroom and would have limited access for the department or program participants only  |
| 372  | Dept Washroom – Private      | Yes                | No                  | Yes                 | A room that is equipped with washing and toilet facilities for a particular person(s).   | This is not a public washroom and would have limited access for the department or program participants only  |
| 373  | Dept Washroom - Unisex HC    | Yes                | No                  | Yes                 | <i>A room that is equipped with washing and toilet facilities for both sexes.</i>  | This is not a public washroom and would have limited access for the department or program participants only  |
| <b>400   STUDY FACILITIES</b>              |                              |                    |                     |                     |  |  |
| 405  | Incorrect Library Space-type | Yes                | No                  | Yes                 | A temporary placeholder for a library related space that needs to be corrected.  |  |
| 410  | Reading/Study Room           | Yes                | No                  | Yes                 | A room or area used by individuals to study at their convenience, the space not being restricted to a particular subject or discipline by contained equipment. | Includes study or reading rooms located in libraries, residential facilities, academic student service facilities, study carrel and booth areas, and similar spaces that are intended for general study purposes. Study stations may be grouped, as in a library reading room, or individualized, as in a carrel. Study stations may include computers, typewriters, microform readers, CD and DVD players, or other multimedia equipment. The category Study Space includes spaces commonly termed “learning labs” or “computer labs” if they are not restricted to specific disciplines by contained equipment or software. Study spaces are primarily used by students or staff for learning at their convenience, although access may be restricted by a controlling unit (e.g., departmental study room). |
| 420  | Stack                        | Yes                | No                  | Yes                 | A space used to house arranged collections of educational materials for use as a study resource.   | Stacks typically appear in central, branch, or departmental libraries and are characterized by accessible, arranged, and managed collections. Collections can include books, periodicals, journals, monographs, micromaterials, electronic storage media (e.g., tapes, disks, slides, etc.), musical scores, maps, and other educational materials.  |



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| <b>400   STUDY FACILITIES (CONTINUED)</b> |                            |                    |                     |                     |  |  |
| 430                                       | Open-stack Reading Room    | Yes                | No                  | Yes                 | A combination study space and stack, generally without physical boundaries between the stack and study areas.  | Seating areas include those types of station and seating arrangements described under Study Room (410). The stack areas of these spaces may include any of the educational material collections described under Stack (420).   |
| 440                                       | Processing Room            | Yes                | No                  | Yes                 | A room or area devoted to processes and operations in support of library functions.  | A processing room is intended for specific library operations that support the overall library mission. Included are card and microfiche areas, reference desk and circulation desk areas, bookbinding rooms, multimedia materials processing areas, interlibrary loan processing areas, and other areas with a specific process or operation in support of library functions.   |
| 455                                       | Study Service              | Yes                | No                  | Yes                 | A space that directly serves study spaces, stacks, open-stack study spaces, or processing rooms as a direct extension of the activities in those spaces. | Includes storage spaces, copy rooms, closets, locker rooms, coat rooms, and other typical service areas that support a primary study facilities room (see Codes 410, 420, 430, and 440). With the increasing implementation of wireless technology, service areas are migrating into the primary study space and stacks. Campuses need to adopt a consistent approach to using either predominate use or "phantom walls" to allow for the separation of service space. An example would be space occupied by routers, servers, or battery-charging equipment on the open floor of a library or student center. |
| <b>500   SPECIAL USE FACILITIES</b>       |                            |                    |                     |                     |  |  |
| 510                                       | Armory                     | Yes                | No                  | Yes                 | A room or area used by Reserve Officer Training Corps (ROTC) and ancillary units for military training and/or instructional activities.                  | Spaces that are obviously designed or equipped for use in a military training or instructional program, such as indoor drill areas, indoor rifle ranges, and specially designed or equipped military science rooms, are included in this category. Ancillary units may include special rifle and drill teams.  |
| 515                                       | Armory Service             | Yes                | No                  | Yes                 | A space that directly serves an armory facility as an extension of the activities in that facility.  | This category includes supply rooms, weapons rooms, and military equipment storage rooms.  |
| 520                                       | Athletic/Physical Educati  | Yes                | No                  | Yes                 | A room or area used by students, staff, or the public for athletic or physical education activities.   | Includes gymnasias, basketball courts, handball courts, squash courts, wrestling rooms, weight or exercise rooms, racquetball courts, indoor swimming pools, indoor putting areas, indoor ice rinks, indoor tracks, indoor stadium fields, and field houses. This category includes spaces used for dancing and bowling.   |
| 523                                       | Athlctc Facilities Spectat | Yes                | No                  | Yes                 | The covered seating area used by students, staff, or the public to watch athletic events.  | Includes covered permanent or fixed seating areas in gymnasias, fieldhouses, ice arenas, covered stadia, natatoria, and cycling arenas.  |
| 525                                       | Athletic/Physical Ed Srvc  | Yes                | No                  | Yes                 | A space that directly serves an athletic or physical education facility as an extension of the activities in that facility.                              | Includes locker rooms; shower rooms; nonoffice coaches' rooms; ticket booths; and spaces for dressing, equipment, supply, storage, first aid, skate-sharpening, towels, etc.   |
| 530                                       | Audiovisual Radio Tv       | Yes                | No                  | Yes                 | A space used for the production or distribution of multimedia materials or signals.  | Includes spaces generally called TV studios, radio studios, sound studios, photo studios, video or audio cassette and software production or distribution rooms, and media centers. These spaces have a clearly defined production or distribution function that serves a broader area (e.g., department, entire campus) than would a typical service room. Include electronic visualization studios or facilities in this category if the primary use is the production of media rather than a student-focused learning experience.   |

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| <b>500   SPECIAL USE FACILITIES (CONTINUED)</b> |  |                    |                     |                     |   |   |
| 535   | Audiovisual Radio TV Service             | Yes                | No                  | Yes                 | A space that directly serves a media production or distribution space as an extension of the activities in that facility.   | The primary criterion here is that the space should serve a media production or distribution space and not another primary activity space. Examples include film, tape, or cassette libraries or storage areas; media equipment storage rooms; recording rooms; engineering maintenance rooms; dark rooms; preparation rooms; studio control booths; and other support areas that specifically serve a media production or distribution room (see Media Production-530).  |
| 540   | Clinic (Non-health Professional)         | Yes                | No                  | Yes                 | A space used for providing diagnosis, consultation, treatment, or other services to patients or clients or subjects with a primary purpose of instruction, research, or public service.   | Included are examination rooms, testing rooms, consultation rooms, and holding areas. Such spaces and their related uses are typically associated with educational programs such as psychology, law, speech, and hearing.   |
| 545   | Clinic Service (Non-health Professional) | Yes                | No                  | Yes                 | A space that directly serves a clinic as an extension of the activities in that space.  | Included are waiting rooms, observation rooms, control rooms, records rooms, diagnostic laboratories, and similar supporting spaces.  |
| 570   | Animal Quarters                          | Yes                | No                  | Yes                 | A space that houses laboratory animals used for research and/or instructional purposes.   | Includes animal rooms; cage rooms; stalls; wards; and procedure, operating, recovery, isolation, quarantine, and similar spaces for instruction and research.   |
| 575   | Animal Quarters Service                  | Yes                | No                  | Yes                 | A space that supports the activity of housing laboratory animals used for research and/or instructional purposes.   |   |
| 576   | Cage Wash                                | Yes                | No                  | Yes                 | A space or room that is designated for handling, processing and decontamination of materials used relating to laboratory animals.   |   |
| 580   | Greenhouse                               | Yes                | No                  | Yes                 | A building or space, usually composed chiefly of glass, plastic, or other light-transmitting material, that is used for the cultivation or protection of plants or seedlings for research, instruction, or campus physical maintenance or improvement purposes. | The primary criterion here is the combination of structural design as a greenhouse and the use for cultivation or protection. An example would be a greenhouse that serves as a laboratory or service area for a botany or other (e.g., horticulture) educational program. This category includes any facility serving the greenhouse function (e.g., warehouse facilities equipped with special lighting controls for the cultivation or protection of plants).  |
| 585   | Greenhouse Service                       | Yes                | No                  | Yes                 | A space that directly serves a greenhouse facility as an extension of the activities in that facility.  | Includes equipment or materials storage areas and rooms generally called headhouses.  |
| 590   | Other (Includes Telecommunications)      | Yes                | No                  | Yes                 | A category of last resort.  | Included as a category of last resort to be used only for those spaces or facilities that cannot be described, even approximately, with other codes and definitions.  |
| <b>600   GENERAL USE FACILITIES</b>             |  |                    |                     |                     |   |   |
| 610   | Assembly                                 | Yes                | No                  | Yes                 | A space designed and equipped for the assembly of many persons for such events as dramatic, musical, devotional, livestock judging, or commencement activities.   | Includes theaters, auditoria, concert halls, arenas, chapels, and livestock judging pavilions that are used primarily for general presentations (speakers), performances (dramatic, musical, dance), and devotional services. Seating areas, orchestra pits, chancels, aisles, and stages (if not used primarily for instruction) are included in and usually aggregated into the assembly space. This category also includes chapels located in health care, residential, or other facilities. Institutions may wish to separate the seating area from the stage and other specially configured areas through the use of additional codes. |
| 615   | Assembly Service                         | Yes                | No                  | Yes                 | A room or area that directly serves an assembly facility as an extension of the activities in that facility.  | Includes check rooms, coat rooms, ticket booths, dressing rooms, projection booths, property storage, make-up rooms, costume and scenery shops and storage, green rooms, multimedia and telecommunications control rooms, etc.  |



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| <b>600   GENERAL USE FACILITIES (CONTINUED)</b> |                           |                    |                     |                     |   |  |
| 620   | Exhibition                | Yes                | No                  | Yes                 | A room or area used for exhibition of materials, works of art, artifacts, etc., and intended for general use by faculty, students, staff, and the public. | Includes both departmental and institution-wide museums, galleries, and similar exhibition areas that are used to display materials and items for viewing by the institutional population and the public. Planetariums used primarily for exhibition are also included in this category. Planetariums used primarily for research should be classified in the Laboratory Facilities (Code 200) series.   |
| 625   | Exhibition Service        | Yes                | No                  | Yes                 | A space that directly serves an exhibition facility as an extension of the activities in that facility.   | Includes preparation workrooms, storage rooms, vaults, etc., that serve general exhibition areas (see Exhibition-620).   |
| 630   | Food Facilities           | Yes                | No                  | Yes                 | A space used for eating.  | Includes dining halls, cafeterias, snack bars, restaurants, and similar eating areas, including such areas in residence halls, faculty clubs, etc. This category includes facilities open to students, faculty, staff, or the public at large. The primary distinction of a Food Facility (630) area is the availability of some form of accommodation (seating, counters, tables) for eating or drinking. This is, therefore, an area intended for the actual consumption of food and drink. Vending areas with seating, counters, or tables and sit-down lunch or vending spaces that serve a shop facility are included in this category. |
| 635   | Food Facilities Service   | Yes                | No                  | Yes                 | A space that directly serves a food facility as an extension of the activities in that facility.  | Includes kitchens and other preparation areas, cold storage and freezer refrigeration rooms, dishwashing rooms, food serving areas, cleaning areas, etc. Includes first aid and vending areas directly serving food facilities, or adjacent to an eating area.   |
| 640   | External Interaction Area | Yes                | No                  | Yes                 | A space used to provide day or night, child or elderly adult care as a nonmedical service to members of the institutional community.                      | Includes all primary activity spaces that provide oversight, supervision, developmental training, and general personal care for assigned children or adults (e.g., play areas, non-staff eating areas, and child training spaces). This type of facility serves as a central service center for faculty, staff, and students, with members of the community being served as needed. This is not a medical care facility (i.e., medical attention is strictly limited to maintaining prescribed medication schedules and providing first aid).  |
| 650   | Lounge                    | Yes                | No                  | Yes                 | A space used for rest and relaxation that is not restricted to a specific group of people, unit, or area.   | A lounge facility is typically equipped with upholstered furniture, draperies, and carpeting, and may include vending machines. This general use lounge differs from an office area or break room lounge (see Office Service-315) by virtue of its public availability. If a space is equipped with more than one or two seats for a seating area and intended for use by people visiting or passing through a building or area, it is coded as a Lounge (650). Such a space may have vending machines even though the primary use of the space is rest, relaxation, or informal socializing, not eating.                                    |
| 655   | Lounge Service            | Yes                | No                  | Yes                 | A space that directly serves a general use lounge facility.   | Includes kitchenettes, storage areas, and vending spaces that directly serve a general use Lounge (650).   |
| 660   | Merchandising Facilities  | Yes                | No                  | Yes                 | A space used to sell products or services.  | Includes product and service sales areas such as bookstores, student supply stores, barber or beauty shops, post offices, campus food stores, walk-away vending machine spaces, and central ticket outlets servicing multiple facilities or activities.  |
| 665   | Merchandising Facilities  | Yes                | No                  | Yes                 | A space that directly serves a merchandising facility as an extension of the activities in that facility.   | Includes storage rooms and closets, sorting rooms, private rest rooms, and other support spaces if they directly serve a Merchandising (660) facility.   |





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|---|--------------------------|--------------------|---------------------|---------------------|--|--|
|   |                          |                    | Non-Assignable Area | Net-Assignable Area |  |  |
| <b>600   GENERAL USE FACILITIES (CONTINUED)</b> |                          |                    |                     |                     |  |  |
| 675   | Recreation Service       | Yes                | No                  | Yes                 | A space that directly serves a recreation facility as an extension of the activities in that facility.   | Includes storage rooms, closets, equipment issue rooms, cashiers' desks, first aid, and other support areas that directly serve a Recreation (670) facility.   |
| 680   | Meeting Room             | Yes                | No                  | Yes                 | A room that is used by the institution or the public for a variety of non-class meetings.  | The key concept here is public availability. Conference Rooms (350) are often confused with meeting spaces because they are both primarily used for non-class meetings. However, conference spaces are restricted service components of an office complex or used by office occupants of a specific area and are generally limited to staff meetings or other departmental non-class activities. Although it may be assigned to a specific organizational unit, a meeting space is more available and open to study groups, boards, governing groups, community groups, various student groups, nonemployees of the institution, and various combinations of institutional and community members. Meeting spaces in institutional hotels or motels and other for-fee meeting spaces are included in this category.   |
| 685   | Meeting Room Service     | Yes                | No                  | Yes                 | A space that serves a meeting space as an extension of the activities in that space.   | Includes kitchenettes, multimedia storage and control rooms, furniture storage rooms, and other support spaces that directly serve a meeting space.  |
| 690   | Locker Room              | Yes                | No                  | Yes                 | A room or space that houses small lockable compartments for faculty, staff or students.  |  |
| <b>700   SUPPORT FACILITIES</b>                 |                          |                    |                     |                     |  |  |
| 710   | Data Processing/Computer | Yes                | No                  | Yes                 | A space used as a data or telecommunications center with applications that are broad enough to serve the overall administrative or academic primary equipment needs of a central group of users, department, college, school, or entire institution. | A Central Computer or Telecommunications room or a Secured Compartmented Information Facility (SCIF) may be one of a group of spaces that constitute a center for delivering data processing or telecommunications services to various levels of user groups. Although the ongoing primary activity of this category is tied more closely to equipment than human activity, these areas require technical support staff, and physical access may be restricted to these personnel. These central equipment spaces appear most frequently at the campus-wide and large organizational unit levels and are generally subject to environmental and security controls and procedures limiting users to remote access. Includes central rooms housing a computer or computers (e.g., large mainframe, server farms, etc.), peripheral input (e.g., data entry terminals, tape or disk drives, data reading equipment, monitors, etc.), and output devices (e.g., printers, output tape or disk drives, etc.). This category also includes spaces in a central computer complex that are primarily or exclusively dedicated to data or program code entry or job submissions through one or more terminals. Computer-based telecommunications equipment rooms, ranging from micro-driven LAN (local area) to the larger PBX (private branch) network centers and hubs, including central spaces housing satellite signal reception or transmission equipment, should be assigned the 710 code. This equipment may be dedicated to data, audio or telephone, video, or any combination of these electronic transmissions. |
| 715   | Data Processing/Computer | Yes                | No                  | Yes                 | A space that directly serves a central computer or telecommunications facility as an extension of the activities in that facility.   | Includes paper and forms storage, off-line tape and disk storage, separate control or console rooms or booths, tool and parts rooms, bursting and decollating rooms, areas used to store only inactive support equipment (e.g., multiplexers, modems, spoolers, etc.), and separate areas used for delivering tapes or picking up printouts. Also includes the repair and assembly rooms that directly serve the central computer or telecommunications facility.  |

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| <b>700   SUPPORT FACILITIES (CONTINUED)</b> |                          |                    |                     |                     |   |   |
| 720   | Shop                     | Yes                | No                  | Yes                 | A space used for the manufacture, repair, or maintenance of products or equipment.  | Includes carpenter, plumbing, HVAC, electrical, and painting shops, and similar physical plant maintenance facilities. This category also includes centralized shops for construction or repair of research or instructional equipment, and repair and maintenance of multimedia equipment and devices. Special purpose shops (e.g., glass blowing, machining) supporting multiple spaces for scientific instruction and research are included in this category.  |
| 725   | Shop Service             | Yes                | No                  | Yes                 | A space that directly serves a shop facility as an extension of the activities in that facility.  | Includes tool storage rooms, materials storage rooms, and similar equipment or material supply or storage rooms. Locker, shower, first aid, and similar nonpublic areas that serve the shop facility should be included.  |
| 730   | Storage                  | Yes                | No                  | Yes                 | A space or building that is used to store equipment or materials and that serves multiple space use categories, organizational units, or buildings. | The concept of central or general is key to applying this code correctly. The vast majority of storage spaces on a campus are service rooms that directly support a primary activity room or room group; for example, a paper storage room (see Office Service-315) can serve several Offices (310) in an area. Service storage rooms are somewhat closer to the areas they serve and are used more than occasionally. Central storage areas include areas commonly called warehouses, surplus storage, central campus supply or storage, and inactive storage. A storage space used to store bulk janitorial supplies would be included in this category. It also includes storage rooms in a building or building area that serve multiple space use categories and that are used for general or surplus (e.g., furniture, equipment) collection or storage. The 730 code can usually be used for all assignable storage areas that do not qualify as service spaces. |
| 735   | Storage Service          | Yes                | No                  | Yes                 | A space that directly serves a central storage facility as an extension of the activities in that facility.   | Central storage service spaces are typically limited to support rooms associated with the transporting of materials in and out of large central storage facilities and warehouses. Storage spaces for hand trucks and other moving equipment, shelving storage, and other spaces supporting the central storage function are included.  |
| 740   | Vehicle Storage Facility | Yes                | No                  | Yes                 | A space or structure that is used to house or store vehicles.   | Includes structures, buildings, and spaces generally called parking decks, garages, boathouses, and airplane hangars. The definition of "vehicle" is broadly interpreted here to include forklifts, moving equipment, lawn equipment, and other powered transport devices or equipment, as well as automobiles and trucks.  |
| 745   | Vehicle Storage Facility | Yes                | No                  | Yes                 | A space that directly serves a vehicle storage facility as an extension of the activities in that facility.   | Includes any areas or rooms directly serving a vehicle storage facility, such as storage rooms and areas used for maintenance and repair of automotive equipment, boats, airplanes, and other vehicles as defined in Vehicle Storage (740).   |
| 750   | Central Services         | Yes                | No                  | Yes                 | A room or area that is used for the processing, preparation, testing, or delivery of a complex-central or campus-wide support service.              | The central service delivery may be provided by special equipment, human activity, the special availability of space, or any combination of these elements. Includes centralized food stores and laundries that typically serve the occupants or activities of more than one building. Also includes central facilities for printing and duplicating services, central mail facilities, central shipping and receiving areas, and central environmental testing or monitoring facilities, if they serve the occupants and activities of more than one building. Institutions may wish to differentiate individual central services through the use of additional codes in this series. Most of these centralized areas have a campus-wide service scope.  |
| 755   | Central Services Support | Yes                | No                  | Yes                 | A space that directly serves a central service facility as an extension of the activities in that facility.   | Central Service Support spaces are typically limited to extension storage rooms for supplies, parts, and moving or nonactive equipment, and adjacent, directly supporting repair and maintenance areas.   |



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| <b>700   SUPPORT FACILITIES (CONTINUED)</b> |                       |                    |                     |                     |  |   |
| 760   | Hazardous Materials   | Yes                | No                  | Yes                 | A centralized facility used for the storage of materials planned for future use or distribution that are considered hazardous by the physical, chemical, biological, or radioactive nature of the materials. | Hazardous materials include those materials that are flammable, chemically aggressive (e.g., acids or bases), chemically unstable, biologically toxic, or radioactive. These materials are "new" in nature, in that they had been acquired for specific planned use and are not remnants or "leftovers" from other work activities. This category of space is separate from hazardous waste storage (770).  |
| 780   | Unit Storage          | Yes                | No                  | Yes                 | A dedicated storage area or location under the direct control and management of a specific institutional division, department, office, business unit, or similar organizational unit.                        | A dedicated storage unit or location typically remote from the controlling unit's work space and under its direct control and management for the purpose of storing materials and equipment related to and in support of the unit's particular program and activities. This category of space is different from hazardous materials storage (760) or hazardous waste storage (770).   |
| <b>800   HEALTH CARE FACILITIES</b>         |                       |                    |                     |                     |  |   |
| 810   | Patient Bedroom       | Yes                | No                  | Yes                 | A room equipped with one or more beds and used for patient care.   | This category includes general nursing care, acute care, semi convalescent and rehabilitative adult or pediatric bedrooms, intensive care units, progressive coronary care units, emergency bed care units, observation units, infant care nurseries, incubator units, wards, etc. Connected clothes closets may be aggregated with Patient Bedroom (810) space or classified separately as Patient Bedroom Service (815). Stalls or cage rooms for animal patients are also included, although specific bedding areas may not be provided. Veterinary facility areas commonly called veterinary quarters, small or large animal ward, equine stall, bovine stall, etc., are included in this category. |
| 820   | Patient Bath          | Yes                | No                  | Yes                 | A room containing patient bath and toilet facilities.  | Included in this category are toilet and bath facilities adjoining or in proximity to patient bedrooms. These rooms may contain various configurations of toilet, tub, shower, or commode facilities; individual types of Patient Bath (820) may be distinguished through the application of extension codes. Animal cleaning rooms in veterinary schools are included in this classification unless the cleaning rooms are specifically used for surgery preparation (see Surgery Service-845).  |
| 830   | Nurse Station         | Yes                | No                  | Yes                 | A room or area used by nurses or other patient care staff who are supervising or administering health care services.   | This is the primary workstation area used by nurses and other patient care staff; these personnel are typically assigned to a specific ward of the facility. Includes ward reception and admissions desks and records or charting work areas.   |
| 835   | Nurse Station Service | Yes                | No                  | Yes                 | A space that directly serves one or more nurse station spaces as an extension of the activities in those space.  | Includes nurse lounges or break rooms, locker rooms, private staff rest rooms, utility rooms, storage (e.g., medications, supplies, etc.), formula and medication preparation areas, equipment sterilization, and other work rooms directly serving the nurse station. Also includes special tub rooms, nourishment rooms, and separate storage rooms for records and charts. Animal or poultry maintenance service rooms in veterinary institutions, including tack rooms, horseshoeing rooms, food preparation, and feed storage rooms, are also included in this category.   |
| 840   | Surgery               | Yes                | No                  | Yes                 | A room used for surgery.   | Included in this category are major and minor surgery rooms, delivery rooms, and special procedures operating rooms (e.g., OB-GYN, ophthalmic operating rooms). These spaces are typically equipped with operating room tables, sterile lights, anesthesia machines, and various types of monitoring equipment. Institutions may wish to distinguish specific types of surgery or operating rooms through extension coding. Also includes rooms in veterinary facilities typically referred to as large animal surgery, small animal (includes poultry) surgery, bovine surgery, bull surgery, etc.   |



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| <b>800   HEALTH CARE FACILITIES (CONTINUED)</b> |                           |                    |                     |                     |   |  |
| 845   | Surgery Service           | Yes                | No                  | Yes                 | A space that directly serves a surgery room as an extension of the activities in that facility.                     | Included are recovery rooms, labor rooms, special support equipment rooms (e.g., anesthesia, heart, lung, x-ray, etc.), dictation booths, scrub-up rooms, gown rooms, locker rooms, instrument cleanup and storage rooms, sterile supply storage rooms, patient (surgery preparation) cleaning rooms, monitor rooms, gas and gurney storage areas, postoperative and operating room repair rooms, and clean and dirty utility areas, if these spaces directly serve the surgery facility. Animal holding rooms are also included here if they directly serve a veterinary surgery room.    |
| 850   | Treatment                 | Yes                | No                  | Yes                 | A space used for examinations, diagnosis, consultation, or treatment.   | Included are rooms used for radiology, fluoroscopy, angiography, physical and occupational therapy, dialysis, body (e.g., CAT, MRI, ultrasound) scanning, cardiac catheterization, pulmonary function and vascular testing, EEG, ECG, EMC, EMR, linear acceleration, dental examination, treatment, speech, hearing, and other similar activities. Also includes combined doctor's office and treatment/examination clinic rooms. In veterinary institutions, rooms commonly called isolation treatment, small or large animal treatment, small or large animal x-ray, etc., are included. |
| 855   | Treatment/Examination Ser | Yes                | No                  | Yes                 | A space that directly serves a Treatment/Examination Clinic room as an extension of the activities in those spaces. | Included are dressing rooms, x-ray and film reading or viewing rooms, film processing rooms, dark rooms, work preparation areas, equipment and supply storage areas, soundproof rooms, patient dressing rooms, and clean and dirty utility rooms if these areas directly serve the primary activity treatment/examination clinic facility. Also includes spaces in veterinary institutions commonly called animal holding pens, or other similar services if these areas serve a treatment/examination clinic area.  |
| 860   | Service Laboratory        | Yes                | No                  | Yes                 | A space used to provide diagnostic support services to an entire health care facility.                              | Includes pathology, pharmacy, autopsy, isotope rooms or labs, etc., providing such services as chematology, chemistry tissue, bacteriology, serology, blood bank, and basal metabolism.  |
| 870   | Supplies                  | Yes                | No                  | Yes                 | A room used centrally to store health care supplies in a health care facility.                                      | This classification, which serves a central storage or supply function similar to the Central Storage (730) classification, applies only to health care materials and supplies in a health care facility. Storage is relatively inactive in comparison to (usually smaller) standard service rooms. Included are pharmacy supply and storage rooms, dispensary areas, and central linen storage rooms. Additional codes may be used by institutions that wish to differentiate among the specific materials being stored.  |
| 880   | Public Waiting            | Yes                | No                  | Yes                 | A space used by the public to await admission, treatment, or information within a health care facility.             | Included are lobby areas that are specifically configured and furnished for public waiting; physical or phantom boundaries should be assigned, as needed, to define non-assignable areas of entrance lobbies that simply serve a circulation function. Also includes patient waiting rooms, visiting areas, viewing rooms, and ward day rooms.   |
| 885   | Reception Area            | Yes                | No                  | Yes                 |   |  |
| 895   | Health Care Service       | Yes                | No                  | Yes                 | A space that directly serves as a staff on-call room as an extension of the activities in that facility.            | Includes kitchens, baths, laundry rooms, lounges, closets, storage rooms, and other service areas that directly serve the on-call quarters.  |



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|                                     |                        |                    | Non-Assignable Area | Net-Assignable Area |  |   |
| <b>900   RESIDENTIAL FACILITIES</b> |                        |                    |                     |                     |  |   |
| 900                                 | Residential Facilities | Yes                | No                  | Yes                 |  |   |
| 910                                 | Sleep/Study w/o Bath   | Yes                | No                  | Yes                 | A residential room for one or more individuals typically furnished with bed(s), wardrobe(s), closet(s), desk(s), and chair(s), without an internally connected bath or toilet. | Includes single or multiple sleep/study rooms. A sleep/study facility may be a room for combined sleep/study, a room exclusively for sleeping, or a room for living and study. Connected closets are considered part of the room.   |
| 919                                 | Toilet/Bath            | Yes                | No                  | Yes                 | A toilet or bathroom intended only for the occupants of the residential facilities, rather than for the public.  | Includes common or shared bathroom facilities that may consist of full or half bath, shower, or toilet and shower combinations, used by the residents and accessible from a corridor or other general circulation area.   |
| 920                                 | Sleep/Study W/Bath     | Yes                | No                  | Yes                 | A residential room for one or more individuals typically furnished with bed(s), wardrobe(s), closet(s), desk(s), and chair(s), with an internally connected bath or toilet.    | Includes single or multiple sleep/study rooms with bath facilities internal to the suite and not separately classified Toilet or Bath (919). A sleep/study facility with toilet or bath may be a room for combined sleep/study, a room exclusively for sleeping, or a room for living and study, and includes connected closets. A sleep/study with toilet or bath facility, by definition, has a private toilet or bath that is accessible without having to go out to a hallway or other general circulation area. Suites may have a study and living room that is private to the residents of the suite area. These areas are included as part of the Sleep/Study With Toilet or Bath (920) space. |
| 925                                 | Closet                 | Yes                | No                  | Yes                 | <i>A room used for storage by the individual occupant.</i>   |   |
| 926                                 | Hall                   | Yes                | No                  | Yes                 | <i>A passageway or entryway that connects space on a residential floor.</i>  |   |
| 935                                 | Residential Services   | Yes                | No                  | Yes                 | A room that directly serves the occupants of sleep/study rooms.  | This is the service code for the Sleep/Study Rooms Without Toilet or Bath (910) and Sleep/Study With Toilet or Bath (920) residential facility categories. Includes mail rooms, laundry and pressing rooms, linen closets, housekeeping rooms, serving rooms, trunk storage rooms, and telephone rooms that serve the occupants of sleep/study facilities. Kitchen or food preparation spaces that serve sleeping areas and do not serve an accompanying eating or dining area (see Food Facility-630) are also classified as Sleep/Study Service (935).  |
| 940                                 | Study/Studio/Practice  | Yes                | No                  | Yes                 | A room or space used for individual study or rehearsal of a subject matter of a certain discipline located on a residential floor.   |   |
| 950                                 | Apartment              | Yes                | No                  | Yes                 | A complete living unit, with private cooking facilities, that is not a separate structure.   | This is the basic module or group of rooms designed as a complete housekeeping unit (i.e., it contains bedroom(s), living room(s), kitchen, and rest room facilities). It is not intended that individual rooms be specifically identified within the apartment, but only that the total interior space be included. Includes apartments provided for faculty, staff, students, or visiting guests. Apartments need not be located in a residential building. Duplex units or townhouses should be classified as Apartments (950) because they are not separate, freestanding structures.   |
| 955                                 | Apartment Service      | Yes                | No                  | Yes                 | A room or area that directly serves an apartment or group of apartments as an extension of the activities in that facility.  | Includes laundry rooms, mail rooms, linen closets, maintenance, housekeeping or security rooms, trunk storage rooms, telephone rooms, and weight or exercise rooms that serve apartment facilities. Apartment service facilities may be located in a separate building that serves an apartment complex. Service rooms (laundry, storage, etc.) that are internal to an apartment unit are included in the Apartment (950) space.   |



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| <b>900   RESIDENTIAL FACILITIES (CONTINUED)</b> |                          |                    |                     |                     |  |   |
| 970   | House                    | Yes                | No                  | Yes                 | A complete living unit, with private cooking facilities, that is a separate structure. Should include fraternity and sorority houses only if owned or controlled by the institution. | This is the basic module or group of rooms designed as a complete housekeeping unit (i.e., it contains bedroom(s), living room(s), kitchen, and toilet facilities). It is not intended that individual rooms be specifically identified within the structure, but only that the total interior area be accounted for. Includes houses provided for faculty, staff, or students. Should include fraternity and sorority houses only if owned by the institution. |
| <b>900   OTHER</b>                              |                          |                    |                     |                     |  |   |
| 990   | Vacant                   | No                 | No                  | Yes                 | <i>A room or space that is not occupied or in use.</i>   |   |
| 995   | Rental - Non-NU Tennant  | No                 | No                  | Yes                 | A room or space that is leased by an entity that is not Northwestern University.   |   |
| 999   | Unknown                  | No                 | No                  | Yes                 | <i>A room or space that needs to be defined.</i>   |   |
| <b>000   NON-ASSIGNABLE AREA</b>                |                          |                    |                     |                     |  |   |
| 000   | Define Room Use Code     | No                 | Yes                 | No                  | A room or space that needs to be defined.  |   |
| 040   | FM-TBD                   | No                 | Yes                 | No                  | A room or space that is not in active use and is in the process of being planned for renovation or reuse.  |   |
| 041   | Const. Area-int Walls    | No                 | Yes                 | No                  | A calculation of the wall thickness of interior walls of a building.   |   |
| 042   | Const Area- Ext Walls    | No                 | Yes                 | No                  | A calculation of the wall thickness of exterior walls of a building.   |   |
| 050   | Inactive Area            | No                 | Yes                 | No                  | A room or space that is not in active use.   |   |
| 060   | Alteration Or Conversion | No                 | Yes                 | No                  | A room or space that is under construction.  |   |
| 068   | Parking                  | No                 | Yes                 | No                  | A space used for the temporary storage of cars or other vehicles.  |   |
| 069   | Roof                     | No                 | Yes                 | No                  | A structure that forms the upper covering of a building.   |   |
| 070   | Unfinished Area          | No                 | Yes                 | No                  | A space that is not fully constructed.   |   |
| 071   | Men's Public Restroom    | No                 | Yes                 | No                  | A room that is equipped with washing and toilet facilities for men.  |   |
| 072   | Gender Open Washroom     | No                 | Yes                 | No                  | A room that is equipped with washing and toilet facilities for men or women.   |   |

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| <b>000   NON-ASSIGNABLE AREA (CONTINUED)</b> |                             |                    |                     |                     |   |                         |
| 073  | Women's Public Washroom     | No                 | Yes                 | No                  | A room that is equipped with washing and toilet facilities for women.   |                         |
| 074  | Women's Pub Washroom Lounge | No                 | Yes                 | No                  | A room or space adjacent to a women's restroom space used for waiting or resting.                                     |                         |
| 075  | Unisex HC Washroom          | No                 | Yes                 | No                  | A room that is equipped with washing and toilet facilities for both sexes.  |                         |
| 076  | Children's Washroom         | No                 | Yes                 | No                  | A room that is equipped with washing and toilet facilities for children.  |                         |
| 077  | Private Washroom            | No                 | Yes                 | No                  | A room that is equipped with washing and toilet facilities for a particular person(s).                                |                         |
| 078  | Mothers Nursing Rm          | No                 | Yes                 | No                  | A room for the use of women related to nursing.   |                         |
| 079  | Unisex Washroom             | No                 | Yes                 | No                  | A room that is equipped with washing and toilet facilities for both sexes.  |                         |
| 080  | Lobby                       | No                 | Yes                 | No                  | A room or space out of which one or more rooms or corridors lead, typically near the entrance of a building or floor. |                         |
| 081  | Elevator Lobby              | No                 | Yes                 | No                  | A room or space leading from an elevator.   |                         |
| 082  | Corridor                    | No                 | Yes                 | No                  | A passageway connecting spaces.   |                         |
| 083  | Vestibule                   | No                 | Yes                 | No                  | A hall or lobby next to the outer door of a building.   |                         |
| 084  | Elevator                    | No                 | Yes                 | No                  | A compartment housed in a vertical shaft for raising or lowering people or things to different floors.                |                         |
| 085  | Stair                       | No                 | Yes                 | No                  | A set of steps leading from one floor of a building to another.   |                         |
| 086  | Public Washroom             | No                 | Yes                 | No                  | A room that is equipped with washing and toilet facilities for men or women.  |                         |
| 087  | Mechanical Room             | No                 | Yes                 | No                  | A room that houses equipment that provides environmental controls for the building.                                   |                         |
| 088  | Electrical Room             | No                 | Yes                 | No                  | A room that houses equipment that provides electrical equipment for the building.                                     |                         |
| 089  | Tele/Comm Room              | No                 | Yes                 | No                  | A special purpose room that houses telecommunications equipment and wiring.   |                         |

For more information, visit the Facilities Connect website at [www.northwestern.edu/fm/connect](http://www.northwestern.edu/fm/connect)



# Space Information: Space Class Definitions

Assistance | If you have any questions about this document, please contact Kevin Grzyb ([k-grzyb@northwestern.edu](mailto:k-grzyb@northwestern.edu))

| SPACE CLASS                                  | SPACE CLASS NAME | CAN BE ASSIGNED TO | INCLUDED IN         |                     | SPACE CLASS DEFINITION  | SPACE CLASS DESCRIPTION |
|--|------------------|--------------------|---------------------|---------------------|---|-------------------------|
|  |                  |                    | Non-Assignable Area | Net-Assignable Area |   |                         |
| <b>000   NON-ASSIGNABLE AREA (CONTINUED)</b> |                  |                    |                     |                     |   |                         |
| 090  | Janitor Closet   | No                 | Yes                 | No                  | A room that houses a sink and cleaning materials for the housekeeping staff.                                    |                         |
| 091  | Loading Dock     | No                 | Yes                 | No                  | An area of the building where goods are loaded and unloaded from vehicles                                       |                         |
| 092  | Warehouse (FM)   | No                 | Yes                 | No                  | An area of the building where goods are stored.   |                         |
| 093  | Ramp             | No                 | Yes                 | No                  | A slope or inclined plane for joining two different levels, as at the entrance or between floors of a building. |                         |
| 095  | Roof             | No                 | Yes                 | No                  | A structure that forms the upper covering of a building.  |                         |