1) PROFESSIONAL/TYPICAL "KNOWLEDGE WORKER" STATION
6' X 8' INSIDE DIMENSION, 48 SQUARE FEET
TWO POSSIBLE LAYOUTS SHOWN.

6' X 8'
"L" SHAPE STATION
PROVIDES 16 LINEAL FEET
OF "COUNTER SPACE".

6' X 8' (two shown back to back)
"L" SHAPE STATIONS W/TWO LATERAL FILES
PROVIDES 12 LINEAL FEET OF "COUNTER"
& UP TO 180" FILE SPACE

2) CLERICAL/DATA ENTRY OR PART TIME/SHARED STATION
6' X 6' INSIDE DIMENSION, 36 SQUARE FEET

3) EXECUTIVE/MANAGER WORKSTATION:
6' X 12' INSIDE DIMENSION, 72 SQUARE FEET

COMPONENT KEY:
FILE PEDESTAL,
BOX/BOX/FILE CONFIGURATION
FILE PEDESTAL,
FILE/FILE CONFIGURATION
PENCIL DRAWER
PANEL HUNG SHELF W/FLIPPER
DOOR & TASK LIGHT BELOW
PANEL HUNG SHELF
METAL "SLEEVE" CREATING CORNER
LOCATION FOR PC WITH FULLY
ADJUSTABLE KEYING & MOUSE SUPPORT
SURFACE BELOW

OVERALL PLANNING GOAL - UTILIZE
INTERIOR SPACE EFFICIENTLY, LIMIT
PRIVATE OFFICES & CONF ROOMS TO
NO MORE THAN 20% TO 25% OF THE
TOTAL SPACE, USE THE REMAINING
SPACE EFFICIENTLY WITH "OPEN
OFFICE" ( PANEL SYSTEMS) WORK
STATION NO LARGER THAN THOSE
SHOWN. OPTIMALLY THE TOTAL
SQUARE FOOTAGE - INCLUDING
OFFICES, CONF. ROOMS, REST ROOMS,
BREAK AND STORAGE AREAS -
SHOULD NOT EXCEED 200 SQUARE
FEET PER PERSON.
INTERIOR SPACE PLANNING STANDARDS; FOR USE IN PLANNING PRIVATE (FLOOR TO CEILING DRYWALL CONSTRUCTION) OFFICES.

1) TYPICAL PRIVATE OFFICE OR SMALL CONFERENCE ROOM. OFFICE SUITABLE FOR MANAGERS OR ADMINISTRATORS
9' X 12' INSIDE DIMENSION, 108 SQUARE FEET
TYPICAL INTERIOR LAYOUTS SHOWN.

2) EXPANDED PRIVATE OFFICE, FOR ADMINISTRATOR OR DIRECTOR, PROVIDING BOTH ACOUSTICAL PRIVACY & EXPANDED STORAGE SPACE
10' X 13' INSIDE DIMENSION, 130 SQUARE FEET. TYPICAL INTERIOR LAYOUT SHOWN.

3) LARGE PRIVATE OFFICE, SUITABLE FOR EXECUTIVE DIRECTOR, COMMISSIONER OR JUDGE.
12' X 17' INSIDE DIMENSION, 204 SQUARE FEET. TYPICAL INTERIOR LAYOUTS SHOWN.

OVERALL PLANNING NOTE: TO UTILIZE INTERIOR SPACE EFFICIENTLY, PRIVATE OFFICE CONSTRUCTION SHOULD BE LIMITED TO NO MORE THAN 25% TO 30% OF THE TOTAL SPACE ALLOCATION. THE REMAINDER OF THE SPACE IS MOST EFFICIENTLY UTILIZED WITH "OPEN OFFICE" (PANEL SYSTEMS) FURNITURE. USING THIS PLANNING RATIO, TOTAL INTERIOR SPACE REQUIREMENTS (INCLUDING CONF. ROOMS, REST ROOMS, BREAK ROOMS AND STORAGE AREAS) SHOULD NOT EXCEED 200 SQUARE FEET GROSS PER PERSON.
1) **TYPICAL CONVENTIONAL FURNITURE STATION:**
7" X 8' INSIDE DIMENSION, 56 SQUARE FEET
TWO POSSIBLE LAYOUTS SHOWN.

Shown without, and with, surrounding panels. Panels may be beneficially used in conjunction with conventional furniture, providing routing for electrical and telecommunications wire & cable, while also providing acoustical and visual controls.

2) **LARGE CONVENTIONAL FURNITURE STATION:**
7" X 9' INSIDE DIMENSION, 63 SQUARE FEET
FOUR POSSIBLE LAYOUTS SHOWN.

Large-sized "conventional furniture" station accommodating a great variety of "miscellaneous" furniture. The relatively large "footprint" per station does however "eats up" floor space rapidly, therefore use of this size of station is to be discouraged. This size may however be necessary if existing equipment is comprised of various large sized components.

3) **CLERICAL/DATA ENTRY OR PART TIME-SHARED STATION**
5' X 6' INSIDE DIMENSION, 30 SQUARE FEET

Shown without, and with, surrounding panels. Double pedestal Desk shown modified (center drawer removed) to accommodate adjustable keying support platform.