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## OCCUPANCY LOAD CALCULATION FOR 25% OCCUPANCY LIMIT

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On April 27, 2020, Governor Abbott released an Executive Order to Reopen Texas. In the order, non-essential businesses and restaurants are allowed to open with a 25% limit to the listed occupancy. This quick reference guide is designed to help businesses determine the adjusted occupancy load.

### Retail Stores

- These buildings are classified as an “M” (mercantile) occupant type. Maximum occupant load is 30 sq. ft. per person.
- If your building has a Certificate of Occupancy issued by the City of Marble Falls, it will have a maximum occupancy listed. Calculate 25% of this number. This is the number of customers allowed in the store. Employees do not count towards this number.
- If the Certificate of Occupancy cannot be located:
  - Determine the square footage of your retail area, including restrooms and counter space area (multiply length x width). Do not include storage areas.
  - Divide this number by 30. This is your occupant load.
  - Divide the occupant load by 4 (rounding down). This is your 25% temporary occupant load.
  - This number is for customers only. Employees do not count towards this number.
- *If your business has been open since 2018 and you cannot locate the Certificate of Occupancy please contact the Building Official, Mike Ingalsbe, at 830-798-7087 for assistance. Newer buildings have a slightly different calculation.*
- Example: Retail store has 1000 square feet of sales area, including restrooms and counter space.  $1000/30 = 33$  Occupants divided by 4 = 8 customers for the 25% occupant limit.

### Restaurants

- Classified as an “A” occupant type. Maximum occupant load is 15 sq. ft. per person.
- Determine if you have movable tables and chairs or fixed seating, such as booths.
- Measure the length and width of the area where the tables are located. Do not include restrooms or storage areas in this measurement. Multiply these numbers to provide the total square footage. Divide this number by 15 to provide the occupant number for this area (round down).
- Booths – Measure the total length of seating space at each booth. Divide this number by 24”. This provides the occupant number for this area.
- Add both occupant numbers together and divide by 4 (rounding down). This is the 25% Occupant limit. This limit is for customers only. Employees do not count towards this number.

- Example: 1000 square feet of table and chair area and 4 booths with 48" seating on each side of the table
  - $1000/15 = 66$  people for table and chair area.
  - $48" \times 8 \text{ benches} = 384' / 24" = 16$  people for booths
  - $66 + 16 = 82$  total occupancy
  - $82/4 = 20$  (round down) occupants for the 25% limit

If you have questions regarding the calculations or would like assistance, please call Mike Ingalsbe, Building Official, at 830-798-7087.