



## Eastside Fire & Rescue

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*Proudly Serving Issaquah, North Bend, Sammamish and Fire Districts 38 & 10, which includes Carnation*

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### ***Determining Occupant Load / Capacity***

Under the Governor's Re-opening plan, certain businesses can re-open, but at reduced capacity. For businesses with a posted occupant load, or a certificate of occupancy that stipulates occupant load, that should be used as the basis to determine the reduced capacity per the order. Many businesses do not have a posted occupant load and are trying to determine what their occupant load is to comply with the reduced capacity requirements of the Governor's Plan.

This document is provided, as a reference tool, to assist with your determining your (unofficial) occupant load. The official occupant load has been provided by your local Building Department and can be usually found on your occupancy permit for your business. If you do not have access to the permit, the following may help you determine your occupant load.

In areas without fixed seats, the occupant load is determined based on the use of the space. For example:

**Restaurants:** Areas with tables and chairs: 15 s.f./person

Example: Restaurant area of 3,000 s.f. (does not include kitchen and other "back of house" functions):  
 $3,000/15 = *200$  persons.

**Retail (not including malls):** 60 s.f./person

Example: Store area of 1,500 s.f. (does not include storeroom and other "back of house" functions):  
 $1,500/60 = *25$  persons.

**Business (Offices, Barber & Beauty Shops):** 100 s.f./person

Example: Store area of 1,600 s.f. (does not include storeroom and other "back of house" functions):  
 $1,600/100 = *16$  persons.

\*The occupant load calculated using the above formula is the pre COVID normal occupancy for your business. The number of persons must be reduced by the current percentage of reduced occupant load per the Governors Phased reopening plan. *Example: Phase 3 at 50% capacity. My business is normally calculated at 100 persons, and now reduced by 50%. My phase 3 occupant load is 50 persons.*

Please visit the King County website for the complete [Phased Occupancy Requirements](#).

Building and Fire Codes are used to determine the occupant load (capacity) of buildings and spaces. The determination is used to ensure there are enough exits, they are properly separated, and of sufficient width so that in an emergency, occupants can safely evacuate. The reduced occupant load required by the Governor's Phased reopening, reduces the normally allowable occupant load to help maintain proper physical distancing.

If you need additional help, please visit the [online occupant load estimator](#). You can also contact the Fire Prevention Division ([firemarshals@esf-r.org](mailto:firemarshals@esf-r.org) or 425-313-3200) for additional assistance.