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Building Square Footage Worksheet

This worksheet was created by Church Facility Solutions, LLC ("CFS") to lead your church through a process to estimate your future building size. Once you know the size of the building that you will need, you can plan for the correct land area or site size and you can also estimate the cost to construct such a new building.

CFS leads its church clients through a process of acquiring land or an existing building, by either developing a new building ground-up or renovating an existing building, and by assisting the church in the sale of its existing church property. In addition to the real estate and development aspects of its services, CFS also assists with selecting and overseeing the best capital campaign organization for the church, with the debt financing, with audio/visual/lighting procurement, with furniture/fixtures procurement, and with the overall congregation communication and church leadership planning.

Let's get started.

Whether your church chooses to lease or purchase an existing building, or acquire land and construct a new building, you will need to estimate the square feet of floor space that your church needs. The following criteria will determine the size of building you will need to accomplish your church's ministry needs:

Estimating the Size of Your Building

Number of seats in sanctuary _____ x 15 ft² =
Multiply the number of seats by 15 square feet (per seat) for approximate sanctuary size.

_____
sanctuary size

Number of Classrooms _____ x average classroom size _____ ft² =
Multiply the number of classrooms by the average size of each for approximate total classroom space.

_____
classroom space

Number of Staff workspaces _____ ÷ 5 x 1,000 =
Divide the total number of staff work spaces (cubicles and offices) by 5 and then multiply by 1,000

_____
office space

Other (list by name)
Please describe the type, approximate size and use for each desired room.

Net Square Feet (sum of all items above)
Add the useable square footage of all of the above items then multiply by 1.4 to calculate the total gross square footage of the building.

_____
net square feet

Size of Building in GSF (Gross Square Feet) = Net ft² x 1.4 =

_____
Gross Sq. Ft.

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Amount of Parking

Number of seats in the sanctuary _____ x 2.25 = _____ parking spaces
Divide the # of seats by 2.25 persons per seat for the total number of parking spaces

Number of parking spaces _____ x 350 ft² = _____ parking area
Multiply the # of parking spaces times 350 SF to determine the land needed for parking

Land Area

Rough land area estimation method

For most early planning exercises, this basic method will suffice.

Number of seats in the sanctuary _____ ÷ 100 = _____ rough acreage
Number of seats in sanctuary divided by 100 equals the approximate number of acres for both the building and the parking.

Note: If the land does not currently have sewer service, add appropriate land area for septic drainage field or install package plant. _____ sewer acreage

Total Land: Rough acreage _____ + sewer acreage _____ = _____ total land area

Detailed land area estimation method

If you desire to get more specific, then add the square footage of building footprint, the total parking area, the outdoor recreation areas, the expansion area(s) and the open space required by the municipality to determine the approximate square feet needed for the project. To convert square feet to acres, divide by 43,560 (sf per acre).

Building footprint _____ + parking _____ + outdoor areas _____ = _____ total square feet

Total land square footage _____ ÷ 43,560 = _____ acres = _____ total acreage
Divide the total land square footage by 43,560 (ft²) to determine the number of acres the project will require.

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Now that you know the size of the building and the approximate amount of land for the building and parking, let us apply some average unit costs to estimate the proposed project's total costs.

It may be hard to believe just how expensive it really is to construct a new church building from the ground up. Over the past several years, the costs of construction have skyrocketed. Fortunately, we are just now seeing both materials and labor costs decrease as heavy demand has subsided. We are happy to give you several specific examples of church construction projects for your review. Perhaps you might want to go on a tour of these projects.

Should you have any questions about anything, please don't hesitate to contact us. We have a skilled staff available to review and guide you through this process. All of us at CFS look forward to assisting you and your church with its real estate and development needs.

Best regards,

Scott McLean, CEO
Church Facility Solutions, LLC