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# How to Furnish a 14×16 Executive Office

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## Space Planning Guide

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## How to Furnish a 14x16 Executive Office

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A 14x16 executive office — 224 square feet — is large enough to accommodate a full U-desk suite, a small round conference table with four chairs, a credenza, and a full bookcase wall, while maintaining ADA clearances and the open, authoritative feel that executive spaces require. At this room size, the planning challenge shifts from fitting furniture in to composing purposeful zones. This guide provides the measurements, configurations, and furniture specifications for a complete, professional executive layout.

### Room Dimensions & Available Floor Space

A 14x16 room has 224 gross square feet. After standard deductions, approximately 195–205 sq ft is net usable — the largest and most flexible private office footprint in this guide series.

The 14' (168") width comfortably fits a U-desk up to 108" wide with 24"+ clearance on each side (168" – 108" = 60" ÷ 2 = 30" per side). The 16' (192") depth supports both the desk zone and a separate 4-person conference or lounge seating area. Standard executive planning strategy: divide the room into a desk/work zone in the far half and a conference/meeting zone in the door-side half.

Deduction Type	Typical Loss	Notes
Door swing (36" door)	~9 sq ft	36"x36" arc zone required
Window clearance (1–2 windows)	~6–10 sq ft	18" clearance in front of sills
HVAC registers	~4–6 sq ft	12"–18" clearance from registers
Electrical panel (if present)	~9 sq ft	36" NEC clearance required
Net usable area	~195–205 sq ft	Without electrical panel obstruction

### Zone 1 — Executive Desk Station (Far Half)

- 72"x36" U-desk main surface (bow-front or straight executive) against the far 16' wall — the 36" depth provides authoritative presence and optimal monitor viewing distance
- 42"x20" returns on each side, connected by a 48"x20" bridge, creating the full U configuration — total U footprint: approximately 96" wide x 62" deep (including the bridge space)

- High-back executive chair (28" wide x 29" deep) in the U cavity — the 42" interior provides full recline, swivel, and ADA forward approach compliance (30"x48" minimum)
- 60"x20"x29" credenza behind the U, flush against the 16' far wall — provides visual backdrop and accessible storage within arm's reach from the chair

## Zone 2 — Conference/Meeting Area (Door-Side Half)

- 42" diameter round conference table positioned 60"–72" from the U-desk front edge — a 42" round table with 4 chairs requires approximately 108"x108" of floor space including chair pull-back clearance
- Four 24"x23" conference chairs equally spaced around the table, each at 18"–24" pull-back from table edge

## Wall Storage

- Two 36"x12"x84" bookcases on one or both 14' side walls — 84" height maximizes capacity without ladder access
- 36"x18" 4-drawer lateral file beside the bookcases for active records

Floor coverage: U-desk zone (~40 sq ft) + credenza (~8.3 sq ft) + conference area incl. chairs (~25 sq ft) + bookcases + lateral file (~18 sq ft) = approximately 91 sq ft, or 41% of 224 sq ft. Clearance and circulation account for 59%.

## Clearance Requirements

- U-desk interior clearance (ADA): The 42"x62" interior of the U exceeds the ADA 30"x48" forward approach requirement. The 42" depth allows full recline (29" chair + 13" recline) without hitting the bridge, and provides the 60" side-to-side wheelchair clearance from within the U.
- ADA 60" wheelchair turning radius: In a 14x16 room with the U-desk occupying the far 62" of depth and the conference area occupying approximately 108" of the middle section, the turning circle must be confirmed in the zone between the conference area and the entrance door. With 192" of total depth minus 62" (U-desk) minus 108" (conference zone) = 22" gap between zones — the turning circle cannot fit in this gap. Instead, confirm the turning circle fits within the conference zone itself: the 108"x108" conference allocation easily contains a 60" circle.
- Conference chair clearance (30"–36" behind each chair): With a 42" round table and four 24"-deep chairs at 21" pull-back, the total diameter of the occupied zone is 42" + 21" + 21" = 84" in each axis — within the 108"x108" allocation.
- Primary aisle (door to conference area) width: 48"–54" recommended for executive spaces. In a 14' (168") room with a 36"x12" bookcase on one wall and a 36"x12" bookcase on the other, the open aisle between them is 144" – 24" = 120" — far exceeding 48".
- Desk-to-credenza access clearance: Allow 24"–36" between the U-desk bridge rear and the credenza front face. At 20" credenza depth, the U-desk bridge rear is at 62" from the far wall. The credenza face is at 20" from the far wall. The gap is 62" – 20" = 42" — comfortable standing access to both surfaces.
- Door swing (36"): The executive office door typically swings into the room. With conference chairs positioned 36"+ from the entry-side wall, the 36" arc is clear of all furniture.

## Option A: L-Desk + Lounge Seating Zone

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Replace the U-desk with an 84"x30" L-desk (84" main surface, 48"x20" return) and create a lounge seating area instead of a formal conference table. Two 34"-wide lounge chairs and a 24"x24"x22" side table in the door-half create an informal meeting zone suitable for 1–3 person conversations. The lounge zone requires approximately 84"x72" of floor space, leaving 120"+ of depth for the L-desk station. This configuration is favored by attorneys, consultants, and executives who hold brief informal meetings rather than multi-person conferences.

## Option B: Bookcase Wall + Floating Desk

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Line the entire 16' far wall with a floor-to-ceiling modular bookcase system — three 36"-wide bookcases (108" total) plus a 48"x20" base credenza unit — and float a 72"x36" executive desk 36"–48" in front of this backdrop. The desk is accessible from three sides, creating a command-presence layout. Two 25"x24" guest chairs at 36" from the desk front fit within the 14' width. The 48" floating gap behind the desk provides 48" of standing access to the bookcase wall. Total setup occupies approximately 50% of floor area, with 50% as clearance.

## Option C: Dual Workstation Layout

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For co-leadership offices or executive-plus-assistant arrangements: position two 60"x30" L-desks in mirroring corners of the 14x16 room — one in each far corner along the 16' dimension. Each L-desk occupies a corner, leaving the 14' center of the room free for a 36" round collaboration table. Each workstation gets a task chair and a 36"x18" 2-drawer lateral file beside it. Total furniture occupies approximately 38% of floor area, with 62% remaining as shared aisle and table space.