GS6: San Francisco Green Building Submittal Form for Municipal Projects

Form version: February 16, 2018 (For permit applications January 2017 - December 2019)

INSTRUCTIONS:

1. **Select one (1) column to the right.**
2. **For each requirement in the column, indicate evidence of fulfillment in the References column.**
3. **Fill out the project information in the Verification box at the right.**
4. **Attach LEED Scorecard on separate, subsequent sheet.**
5. **Submittal must be a minimum of 24" x 36".**

CHECK THE ONE COLUMN THAT BEST DESCRIBES YOUR PROJECT

**This form includes the requirements of San Francisco Green Building Code and Environment Code Chapter 7. Major Renovations as defined by Environment Code Chapter 7 also include Major Alterations as defined by SFGBC, where applicable.*

	TITLE	SOURCE OF REQUIREMENT	LEED v4 CREDIT	DESCRIPTION OF REQUIREMENT	MUNICIPAL: ☐ NEW CONSTRUCTION & MAJOR RENOVATION* (10,000 sq.ft. or greater)	MUNICIPAL: ☐ COMMERCIAL INTERIORS (10,000 sq.ft. or greater)	MUNICIPAL: ☐ SMALL PROJECTS (less than 10,000 sq.ft. or any not meeting LEED MPR's)	REFERENCES: DRAWING OR SPECIFICATION # (If not applicable, indicate "N/A".)
LEED	Required LEED Certification Level	Environment Code sec.705		Project is required to achieve sustainability certification listed at right.	GOLD (60+) CERTIFIED	GOLD (60+) CERTIFIED, LEED CI	*n/r*	
LEED	LEED Point Adjustment for Retention/Demolition of Historic Features/Building	SFGBC 5.104		Enter any applicable point adjustments in box at right.	_____	_____	*n/r*	
LEED	LEED Points shown on Current Scorecard			Enter current expected LEED score in box at right.	_____	_____	*n/r*	
LEED	LEED Scorecard Submittals	Environment Code sec. 705		For projects ≥10,000 sq.ft., submit LEED Scorecard to Municipal Green Building Task Force at 100% Concept Design, Schematic, Design Documents, Construction Documents and As-Built. For projects <10,000 sq.ft., submit LEED Scorecard to Municipal Green Building Task Force at 100% Concept Design and As-Built. LEED Online is acceptable means of submittal.	•	•	•	
MATERIALS	LOW-EMITTING MATERIALS	Environment Code sec.706 OR CALGreen 5.504.4.1-6	EQc2	For projects ≥10,000 sq.ft., use products that comply with LEED emissions & content requirements for paints, coatings, adhesives, sealants, flooring, composite wood, ceiling/wall/thermal/acoustic insulation, furniture if part of scope, and exterior applied products if healthcare or school project. For projects <10,000 sq.ft., use products that comply with the emission limit requirements of 5.504.4.1-6 for adhesives, sealants, paints, coatings, carpet systems including cushions and adhesives, resilient flooring (80% of area), and composite wood products.	LEED EQc2 (3 pts)	LEED EQc2 (3 pts)	5. 504.4.1-6	
MATERIALS	PVC ELIMINATION	Environment Code sec.509		Specify no materials containing PVC.	•	•	•	
MATERIALS	LEAD ELIMINATION	Environment Code sec.711		Specify no materials containing lead.	•	•	•	
MATERIALS	TROPICAL HARDWOOD & VIRGIN REDWOOD BAN	Environment Code ch.8		Specify no tropical hardwoods or virgin redwoods.	•	•	•	
WATER	INDOOR WATER USE REDUCTION	Environment Code sec.706, CALGreen 5.303.3	WEp2, WEc2	Meet flush/flow requirements for: toilets (1.28gpf); urinals (0.125gpf wall, 0.5gpf floor); showerheads (2.0gpm); lavatories (1.2gpm private, 0.5gpm public/common); kitchen faucets (1.8gpm); wash fountains (1.8gpm); metering faucets (0.2gpc); food waste disposers (1gpm/8gpm). Additionally, for projects ≥10,000 sq.ft., use minimum 30% less potable water as calculated using a baseline with toilets (1.6gpf); urinals (1.0gpf); showerheads (2.5gpm); lavatories (2.2gpm private, 0.5gpm public); kitchen faucets (2.2gpm).	LEED WEp2, LEED WEc2 (2 pts)	LEED WEp2 LEED WEc2 (4 pts)	5.303.3	
WATER	NON-POTABLE WATER REUSE	Health Code art.12C	WEc2	New buildings ≥40,000 sq.ft. must calculate a water budget. New buildings ≥250,000 sq.ft. must treat and use available rainwater, graywater, and foundation drainage for toilet and urinal flushing and irrigation.	•	*n/r*	*n/r*	
WATER	WATER-EFFICIENT IRRIGATION	Administrative Code ch.63	WEp1, WEc1	New construction projects with aggregated landscape area ≥500 sq.ft., or existing projects with modified landscape area ≥1,000 sq.ft., shall use low water use plants or climate appropriate plants, restrict turf areas and comply with Model Water Efficient Landscape Ordinance restrictions by calculated ETAF ≤.45 or by prescriptive compliance for projects with ≤2,500 sq.ft. of landscape area.	•	•	•	
WATER	WATER METERING	CALGreen 5.303.1	WEc4	For area of project, provide submeters for spaces projected to consume >1,000gal/day (or >100gal/day in buildings >50,000 sq.ft.).	•	•	•	
ENERGY	ENERGY EFFICIENCY	Environment Code sec.706, CA Energy Code	EAp2, EAc2	Comply with all provisions of the CA Energy Code. For projects ≥10,000 sq.ft., produce a whole-building energy simulation, or follow ASHRAE 50% Advanced Design Guide, or follow Advanced Building Core Performance Guide. Achieve energy use below established baseline by 5% for New Construction, 3% for Major Renovations, 2% for Core & Shell, 3% for Commercial Interiors. Commercial Interiors alternate compliance – reduce lighting power density by 5% below ASHRAE 90.1-2010 and install ENERGY STAR equipment for 50% of all eligible ENERGY STAR equipment.	LEED EAp2	LEED EAp2	•	
ENERGY	ENERGY TARGET	Environment Code sec.706	EAc2	Set target for annual energy consumption. Reporting required to Municipal Green Building Task Force. See Enviornment Regulations for guidance, tools and methods.	•	*n/r*	*n/r*	
ENERGY	ZERO NET ENERGY FEASIBILITY	Environment Code sec.706	EAc2	Determine feasibility to achieve Zero Net Energy (≤3 stories). Reporting required to Municipal Green Building Task Force. See Enviornment Regulations for guidance, tools and methods.	•	*n/r*	*n/r*	
ENERGY	PV + ENERGY STORAGE BENEFIT/COST ANALYSIS	Environment Code sec.706	EAc2, EAc5	Analyze benefits and costs of solar plus battery storage capable of supplying electrical systems essential to serve the community in event of disaster. Reporting required to Municipal Green Building Task Force. See Enviornment Regulations for guidance, tools and methods.	•	*n/r*	*n/r*	
ENERGY	BETTER ROOFS	Planning Code sec.149, SFGBC div.5.2	EAc2 or various	New buildings with ≤10 floors must designate 15% of roof Solar Ready, per Title 24 rules. Install photovoltaics or solar hot water systems in this area. With Planning Department approval, projects subject to SFPUC Stormwater Requirements may substitute living roof for solar energy systems.	•	*n/r*	if new construction ≥2,000 sq.ft.	
ENERGY	RENEWABLE ENERGY	SFGBC 5.201.1.3	EAc2, EAc5	New buildings ≥11 floors must acquire renewable onsite energy or achieve 5 points under LEED credit Optimize Energy Performance (EAc2).	•	*n/r*	*n/r*	
ENERGY	COMMISSIONING (Cx)	Environment Code sec.706 OR CALGreen 5.410.2-5.410.4.5.1	EAp1, EAc1	For projects ≥10,000 sq.ft., comply with LEED Cx requirements – OPR, BOD, systems testing, operations manual, and Enhanced and Monitoring-Based Commissioning. For projects <10,000 sq.ft. and all new equipment in alterations & additions, comply with 5.410.2-5.410.4.5.1 – test and adjust all equipment.	LEED EAp1, LEED EAc1 (3+ pts)	LEED EAp1, LEED EAc1 (4+ pts)	5.410.2-5.410.4.5.1	
PARKING	BICYCLE PARKING	Planning Code sec.155.1-3, CAL Green 5.106.4	LTc6	Provide short- and long-term bike parking equal to 5% of motorized vehicle parking, or meet SF Planning Code sec.155.1-3, whichever is greater.	•	•	5.106.4	
PARKING	DESIGNATED PARKING	CALGreen 5.106.5.2	LTc7	If >10 total stalls added, comply with Table 5.106.5.2 (approx. 8% of total spaces).	•	•	•	
PARKING	WIRING FOR EV CHARGING	SFGBC 5.106.5.3	LTc8	Permit application January 2018 or after: Construct all new off-street parking spaces for passenger vehicles and trucks with dimensions capable of installing EVSE (SFGBC 5.106.5.3). Install service capacity and panelboards sufficient to provide ≥40A 208 or 240V to EV chargers at 20% of spaces. Install ≥40A 208 or 240V branch circuits to ≥10% of spaces, terminating close to the proposed EV charger location. Installation of chargers is not required. Projects with zero off-street parking exempt. See SFGBC 5.106.5.3 for details. Permit applications prior to January 2018: Install electrical systems to provide electricity for EV chargers at 6% of spaces per CalGreen 5.106.5.3.	new construction, or (per SFGBC) major alteration ≥25k sq ft	*n/r*	if new construction	
WASTE DIVERSION	RECYCLING BY OCCUPANTS	Environment Code sec.707	MRp1	Provide adequate space and equal access for storage, collection and loading of compostable, recyclable and landfill materials.	•	•	•	
WASTE DIVERSION	CONSTRUCTION & DEMOLITION (C&D) WASTE MANAGEMENT	Environment Code sec.706, sec.708 & ch.14	MRp2, MRc5	Divert a minimum of 75% of total C&D debris including at least 4 material streams. For 100% of mixed C&D debris use registered transporters and registered processing facilities.	LEED MRp2, LEED MRc5	LEED MRp2, LEED MRc5	75% diversion	
HVAC	REFRIGERANT MANAGEMENT	CALGreen 5.508.1	EAp4	Use no halons or CFCs in HVAC.	•	•	•	
GOOD NEIGHBOR	LIGHT POLLUTION REDUCTION	CA Energy Code, CALGreen 5.106.8	SSc6	Comply with CA Energy Code for Lighting Zones 1-4. Comply with 5.106.8 for Backlight/Uplight/Glare.	if new construction	*n/r*	if new construction	
GOOD NEIGHBOR	BIRD-SAFE BUILDINGS	Planning Code sec.139	pilot credit	Glass facades and bird hazards facing and/or near Urban Bird Refuges may need to treat their glass for opacity.	•	•	•	
GOOD NEIGHBOR	TOBACCO SMOKE CONTROL	Health Code art.19F & art.19I, CALGreen 5.504.7	EQp2	Prohibit smoking within 25 feet of building entries, air intakes, and operable windows.	•	•	•	
POLLUTION PREVENTION	STORMWATER CONTROL PLAN	Public Works Code art.4.2 sec.147	SSc4	Projects disturbing ≥5,000 sq.ft. in combined or separate sewer areas, or replacing ≥2,500 impervious sq.ft. in separate sewer area, must implement a Stormwater Control Plan meeting SFPUC Stormwater Management Requirements.	if applicable	if applicable	if applicable	
POLLUTION PREVENTION	CONSTRUCTION SITE RUNOFF	Public Works Code art.4.2 sec.146	SSp1	Submit a construction site Erosion and Sedimentation Control Plan to SFPUC for approval.	if project disturbs ≥5,000 sq.ft.	if project disturbs ≥5,000 sq.ft.	if project disturbs ≥5,000 sq.ft.	
INDOOR ENVIRONMENTAL QUALITY	ACOUSTICAL CONTROL	CALGreen 5.507.4.1-3	EQc9	Comply with sound transmission limits (STC-50 exteriors near freeways/airports; STC-45 exteriors if 65db Leq at any time; STC-40 interior walls/floor-ceilings between tenants).	•	limited to envelope alterations & additions	•	
INDOOR ENVIRONMENTAL QUALITY	AIR FILTRATION (CONSTRUCTION)	CALGreen 5.504.1-3	EQc3	Seal permanent HVAC ducts/equipment stored onsite before installation.	•	•	•	
INDOOR ENVIRONMENTAL QUALITY	AIR FILTRATION (OPERATIONS)	CALGreen 5.504.5.3		Provide MERV-8 filters on HVAC for regularly occupied, actively ventilated spaces.	•	•	•	
INDOOR ENVIRONMENTAL QUALITY	ENHANCED IAQ STRATEGIES	Environment Code sec.706	EQc1	Comply with entry, cross-contamination, filtration, natural ventilation, mixed-mode requirements.	LEED EQc1 (1 pt)	LEED EQc1 (1 pt)	*n/r*	
INDOOR ENVIRONMENTAL QUALITY	CONSTRUCTION IAQ MANAGEMENT PLAN	Environment Code sec.706	EQc3	During construction, meet SMACNA IAQ guidelines; provide MERV-8 filters on all HVAC.	LEED EQc3	LEED EQc3	*n/r*	
INDOOR ENVIRONMENTAL QUALITY	IAQ ASSESSMENT	Environment Code sec.706	EQc4	Before occupancy, test air quality for particulates, ozone, CO, and all listed VOCs.	LEED EQc4 (2 pts)	LEED EQc4 (2 pts)	*n/r*	

VERIFICATION

PROJECT NAME

BLOCK/LOT

ADDRESS

PRIMARY OCCUPANCY

BUILDING GROSS FLOOR AREA

LEED PROJECTS

Projects ≥10,000 square feet

I understand Environment Code Chapter7 requires all applicable projects ≥10,000 square feet to attain LEED Gold certification from USGBC/GBCI. No Green Building Compliance Professional of Record is required.

PROJECT MANAGER *(name)*

PROJECT MANAGER *(sign & date)*

PROJECT MANAGER AGENCY

NON-LEED PROJECTS

Projects <10,000 square feet, receiving a waiver, or not meeting LEED MPR's

This project is not required to obtain LEED certification because it is <10,000 square feet, does not meet LEED Minimum Program Requirements, and/or received a waiver from Environment Code Chapter 7 from the Director of Department of Environment. An informational LEED scorecard will be submitted to the Municipal Green Building Task Force at 100% concept design and as-built without requirement for further LEED documentation or certification.

PROJECT MANAGER *(name)*

PROJECT MANAGER *(sign & date)*

PROJECT MANAGER AGENCY

Green Building Compliance Professional of Record

I have been retained by the project sponsor to review all submittal documents and verify that all approved construction documents and construction fulfill the requirements of the San Francisco Green Building Code. It is my professional opinion that the requirements of the San Francisco Green Building Code will be met. I will notify the Department of Building Inspection if the project will, for any reason, not substantially comply with these requirements, if I am no longer the Green Building Compliance Professional of Record for the project, or if I am otherwise no longer responsible for assuring the compliance of the project with the San Francisco Green Building Code.

LICENSED PROFESSIONAL *(sign & date)*

AFFIX STAMP BELOW: