



NONRESIDENTIAL – ADDITIONS & ALTERATIONS

2019 CALGreen Checklist

Applies to Nonresidential Addition and Alteration projects without sleeping accommodations and meeting the following criteria:

- The permit application is submitted on or after January 1, 2019; and
- The floor area for the addition (if any) exceeds 1,000 square feet; or
- The permit valuation for the alteration (if any) exceeds \$200,000.

The provisions of this checklist only apply to the portions of the building being added to or altered within the scope of the permitted work. The provisions of this checklist also apply to all tenant improvement projects meeting the criteria listed above. Newly constructed nonresidential building projects should use the City of Santa Rosa Nonresidential – 2019 CALGreen+Tier 1 Checklist. Repairs, trade permits, existing structures not being altered, and historic structures are not subject to the requirements of CALGreen.

(This checklist is based on 2019 California Green Building Standard Code and has been revised to include City of Santa Rosa requirements. Tier 1 not adopted for Additions & Alterations)

Project Address: _____

Project Name: _____

Project Description: _____

Building Permit #: _____

Instructions:

1. The Owner or the Owner’s agent shall employ a certified CALGreen Inspector, listed by the City of Santa Rosa Building Division, to perform CALGreen inspection services and to verify and assure the Owner and the Building Division that all required work described herein is properly planned and implemented in the project.
2. The CALGreen Inspector shall not be the design professional or contractor for the project and shall not have a financial interest in the project for which services are being provided except for the cost of providing said services.
3. The CALGreen Inspector, in collaboration with the owner and the design professional shall initially complete **Column 2** of this checklist, sign and date the **CALGreen Building Acknowledgements** section at the end of this checklist and have the checklist printed on or attached to the approved plans for the project.
4. Unless verification by City is noted, prior to final inspection by the Building Division, the CALGreen Inspector shall complete **Column 3** and shall provide verification of completion prior to final inspection by City staff.

<p align="center">Column 1 Feature or Measure</p> <p align="center">NOTE <i>Measures are only required for those portions of the building being added to or altered within the scope of the permitted work.</i></p>	<p align="center">Column 2 Mandatory Project Requirements</p> <p align="center"><i>Select all applicable measures below</i></p>	<p align="center">Column 3 Verification</p> <p align="center"><i>Complete after implementation and prior to final inspection approval</i> Verification by a 3rd party CALGreen Inspector or by City staff as noted</p>
<p>5.303.4 Faucets and Fountains. See Sections 5.303.3.4.1 through 5.303.3.4.5 for maximum allowable flow rates</p> <p>5.303.4 Food Waste Disposer. Not allowed (see Wastewater Discharge permit)</p> <p>5.303.6 Plumbing fixtures and fittings. <u>Newly installed plumbing fixtures and fittings</u> shall be installed in accordance with the CA Plumbing Code and shall meet the applicable standards referenced in Table 1701.1 of the CA Plumbing Code and Chapter 6 of this code.</p>	<p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p>	<p align="center"><i>CALGreen Inspector</i></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p>
<p>5.304 Outdoor Water Use.</p> <p>5.304.1 Scope. The provisions of Section 5.304, Outdoor Water Use reference the local Water Efficiency Landscape Ordinance (WELO) in accordance with Santa Rosa City Code Chapter 14-30.</p>	<p align="center"><input type="checkbox"/></p>	<p align="center"><i>All outdoor water verification by City Water Efficient Landscape Ordinance staff</i></p> <p align="center"><input type="checkbox"/></p>
<p>MATERIAL CONSERVATION AND RESOURCE EFFICIENCY</p>		
<p>5.407 Weather resistance and moisture management.</p> <p>5.407.1 Weather protection. When <u>adding or altering an exterior wall or foundation</u>, provide a weather-resistant exterior wall and foundation envelope as required by California Building Code Section 1402.2 (Weather Protection) and California Energy Code Section 150 (Mandatory Features and Devices), manufacturer’s installation instructions, or local ordinance, whichever is more stringent.</p>	<p align="center"><input type="checkbox"/></p>	<p align="center"><i>CALGreen Inspector</i></p> <p align="center"><input type="checkbox"/></p>
<p>5.407.2 Moisture control. Employ moisture control measures by the following methods;</p> <p>5.407.2.1 Sprinklers. Design and maintain landscape irrigation systems to prevent irrigation spray on structures.</p> <p>5.407.2.2 Entries and openings. Design exterior entries and/or openings subject to foot traffic or wind-driven rain to prevent water intrusion into buildings. See Sections 5.407.2.2.1 and 5.407.2.2.2</p>	<p align="center"><input type="checkbox"/></p>	<p align="center"><i>CALGreen Inspector</i></p> <p align="center"><input type="checkbox"/></p>

<p align="center">Column 1 Feature or Measure NOTE <i>Measures are only required for those portions of the building being added to or altered within the scope of the permitted work.</i></p>	<p align="center">Column 2 Mandatory Project Requirements <i>Select all applicable measures below</i></p>	<p align="center">Column 3 Verification <i>Complete after implementation and prior to final inspection approval</i> Verification by a 3rd party CALGreen Inspector or by City</p>
<p>5.408 Construction waste reduction, disposal and recycling.</p> <p>5.408.1 Construction waste management. Recycle and/or salvage for reuse a minimum of 65% of the nonhazardous construction waste in accordance with Section 5.408.1.1, 5.408.1.2 or 5.408.1.3; or meet a local construction and demolition waste management ordinance, whichever is more stringent.</p> <p>5.408.1.1 Construction waste management plan. Where a local jurisdiction does not have a construction or demolition waste management ordinance that is more stringent, submit a construction waste management plan that</p> <ol style="list-style-type: none"> 1. Identifies that construction and demolition waste materials to be diverted from disposal by efficient usage, recycling, reuse on the project or salvage for future use or sale. 2. Determines if construction and demolition waste materials will be sorted on-site (source-separated) or bulk mixed (single stream). 3. Identifies diversion facilities where construction and demolition waste material collected will be taken. 4. Specifies that the amount of construction and demolition waste materials diverted shall be calculated by weight or volume, but not by both. <p>5.408.1.2 Waste management company. Utilize a waste management company that can provide verifiable documentation that the percentage of construction waste material diverted from the landfill complies with this section.</p> <p>Exceptions to Sections 5.408.1.1 and 5.408.1.2:</p> <ol style="list-style-type: none"> 1. Excavated soil and land-clearing debris 2. Alternate waste reduction methods developed by working with local agencies if diversion or recycle facilities capable of compliance with this item do not exist. 3. Demolition waste meeting local ordinance or calculated in consideration of local recycling facilities and markets, where demolition of an existing structure(s) is necessary for the new construction. <p>5.408.1.4 Documentation. Documentation shall be provided to the enforcing agency which demonstrates compliance with Section 5.408.1.1, Items 1 through 4. The waste management plan shall be updated as necessary and shall be accessible during construction for examination by the enforcing agency. (Support documentation required prior to permit issuance)</p> <p>5.408.2 Universal Waste. [A] Additions and alterations to a building or tenant space that meet the scoping provisions in Section 301.3 for nonresidential additions or alterations, shall require that Universal Waste Items such as fluorescent lamps and ballasts and mercury containing thermostats as well as other California prohibited Universal Waste materials are disposed of properly and are diverted from landfills. <u>A list of prohibited Universal Waste materials shall be included in the construction documents.</u></p> <p>Note: Refer to Universal Waste Rule link at: http://www.dtsc.ca.gov/LawsRegsPolicies/Regs/UWR_regs.cfm</p>	<p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p>	<p align="center">CALGreen Inspector</p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p>

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<p>5.410.4 Testing and adjusting. Testing and adjusting of systems shall be required for buildings with new systems serving additions or alterations subject to section 303.1 (Phased Projects)</p> <p>5.410.4.2 Systems. Develop a written plan of procedures for testing and adjusting systems. Systems to be included for testing and adjusting shall include, as applicable to the project:</p> <ol style="list-style-type: none"> 1. Renewable energy systems. 2. Landscape irrigation systems. 3. Water reuse systems. <p>5.410.4.3 Procedures. Perform testing and adjusting procedures in accordance with manufacturer's specifications and applicable standards on each system.</p> <p>5.410.4.3.1 HVAC balancing. In addition to testing and adjusting, before a new space-conditioning system serving a building or space is operated for normal use, balance the system in accordance with the procedures defined by national standards listed in Section 5.410.4.3.1 or as approved by the enforcing agency.</p> <p>5.410.4.4 Reporting. After completion of testing, adjusting and balancing, provide a final report of testing signed by the individual responsible for performing these services.</p> <p>5.410.4.5 Operation and maintenance (O&M) manual. Provide the building owner or representative with detailed operating and maintenance instructions and copies of guaranties/warranties for each added or altered system prior to final inspection.</p> <p>5.410.4.5.1 Inspections and reports. Include a copy of all inspection verifications and reports required by the enforcing agency.</p>	<p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p>	<p align="center"><i>CALGreen Inspector (all)</i></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p>
<p>ENVIRONMENTAL QUALITY</p>		<p align="center"><i>CALGreen Inspector to Verify all Environmental Quality measures</i></p>
<p>5.503 Fireplaces.</p> <p>5.503.1 General (Fireplaces). Install only a direct-vent sealed-combustion gas or sealed wood-burning fireplace, or a sealed woodstove meeting the requirements of Santa Rosa City Code Chapter 17-35.</p>	<p align="center"><input type="checkbox"/></p>	<p align="center"><input type="checkbox"/></p>
<p>5.504 Pollutant Control.</p> <p>5.504.1 Temporary ventilation. <u>If the HVAC system serving the added or altered area(s) is used during construction</u>, use return air filters with a MERV of 8, based on ASHRAE 52.2-1999, or an average efficiency of 30% based on ASHRAE 52.1-1992. Replace all filters of the HVAC system serving the added or altered area(s) immediately prior to occupancy.</p>	<p align="center"><input type="checkbox"/></p>	<p align="center"><input type="checkbox"/></p>

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<p>5.504.3 Covering of duct openings and protection of mechanical equipment during construction. At the time of rough installation and during storage on the construction site and until final startup of the heating, cooling and ventilating equipment, all duct and other related air distribution component openings shall be covered with tape, plastic, sheetmetal or other methods acceptable to the enforcing agency to reduce the amount of dust, water and debris which may enter the system.</p> <p>5.504.4 Finish material pollutant control. <u>Newly installed finish materials</u> shall comply with Sections 5.504.4.1 through 5.504.4.6.</p> <p>5.504.4.1 Adhesives, sealants, caulks. <u>Newly installed adhesives, sealants and caulks</u> used on the project shall meet the requirements of the following standards.</p> <p>1. Adhesives, adhesive bonding primers, adhesive primers, sealants, sealant primers, and caulks shall comply with local or regional air pollution control or air quality management district rules where applicable, or SCAQMD Rule 1168 VOC limits, as shown in Tables 5.504.4.1 and 5.504.4.2. in Division 5</p> <p>2. Aerosol adhesives, and smaller unit sizes of adhesives, and sealant or caulking compounds (in units of product, less packaging, which do not weigh more than one pound and do not consist of more than 16 fluid ounces) shall comply with statewide VOC standards and other requirements, including prohibitions on use of certain toxic compounds, of California Code of Regulations, Title 17, commencing with Section 94507.</p> <p>5.504.4.3 Paints and coatings. <u>Newly installed architectural paints and coatings</u> shall comply with Table 5.504.4.3 in Division 5.5.</p> <p>5.504.4.3.1 Aerosol Paints and Coatings. <u>Newly installed aerosol paints and coatings</u> shall meet the Product-Weighted MIR Limits for ROC in section 94522(a)(3) and other requirements, including prohibitions on use of certain toxic compounds and ozone depleting substances (CCR, Title 17, Section 94520 et seq) and BAAQMD Regulation 8 Rule 49.</p> <p>5.504.4.3.2 Verification. Verification of compliance with this section shall be provided when requested by the enforcing agency. Documentation may include, but is not limited to, the following:</p> <p>1. Manufacture’s product specification</p> <p>2. Field verification of on-site product containers</p> <p>5.504.4.4 Carpet systems. All <u>newly installed carpet</u> in the building interior shall meet the testing and product requirements of one of the standards listed in Section 5.504.4.4.</p> <p>5.504.4.4.1 Carpet cushion. All <u>newly installed carpet cushion</u> in the building interior shall meet the requirements of the Carpet and Rug Institute Green Label program.</p> <p>5.504.4.4.2 Carpet adhesive. All <u>newly installed carpet adhesive</u> shall meet the requirements of Table 5.504.4.1.</p>	<p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p>	<p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p>

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<p>5.504.4.5 Composite wood products. <u>Newly installed hardwood plywood, particleboard, and medium density fiberboard composite wood products</u> used on the interior or exterior of the building shall meet the requirements for formaldehyde as specified in Table 5.504.4 in Division 5.5.</p> <p>5.504.4.5.3 Documentation. Verification of compliance with this section shall be provided when requested by the enforcing agency. Documentation shall include at least one of the following:</p> <ol style="list-style-type: none"> 1. Product certifications and specifications. 2. Chain of custody certifications. 3. Product labeled and invoiced as meeting the Composite Wood Products regulation (see CCR, Title 17, Section 93120, et seq.) 4. Exterior grade products marked as meeting the PS-I or PS-2 standards of the Engineered Wood Association, the Australian AS/NZS 2269 or European 636 3S standards. 5. Other methods acceptable to the enforcing agency. 	<p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p>	<p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p>
<p>5.504.4.6 Resilient flooring systems. For 80% of floor area receiving <u>newly installed resilient flooring</u>, installed resilient flooring complying with the VOC-emission limits defined in the 2014 CA- CHPS criteria and listed on its High Performance Products Database; products compliant with CHPS criteria certified under the Greenguard Children & Schools program; certified under the FloorScore program of the Resilient Floor Covering Institute; or meet California Department of Public Health 2010 Standard Method.</p> <p>5.504.4.6.1 Verification of compliance. Documentation shall be provided verifying that resilient flooring materials meet the pollutant emission limits. (Support documentation required prior to final inspection approval)</p>	<p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p>	<p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p>
<p>5.504.5.3 Filters. In <u>mechanically ventilated spaces serving additions or altered areas</u> of buildings, provide regularly occupied areas of the building with air filtration media for outside and return air that provides at least a MERV of 13. MERV 13 filters shall be installed prior to occupancy, and recommendations for maintenance with filters of the same value shall be included in the operation and maintenance manual.</p> <p>Exceptions: Existing Mechanical Equipment.</p> <p>5.504.5.3.1 Labeling. Installed filters shall be clearly labeled by the manufacturer indicating the MERV rating.</p>	<p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p>	<p align="center"><input type="checkbox"/></p> <p align="center"><input type="checkbox"/></p>
<p>5.504.7 Environmental tobacco smoke (ETS) control. ³ <u>Where outdoor areas are provided for smoking</u>, prohibit smoking within 25 feet of building entries, outdoor air intakes and operable windows <u>and within the building as already prohibited by other laws or regulations</u>; or as enforced by ordinances, regulations, or policies of any city or county, whichever are more stringent. See Santa Rosa City Code Chapter 9-20.</p>	<p align="center"><input type="checkbox"/></p>	<p align="center"><input type="checkbox"/></p>

² Modified to conform with Chapter 9-20 of the Santa Rosa City Code

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<p>5.507.4.3 Interior sound transmission. <u>Newly installed wall and floor-ceiling assemblies separating tenant spaces and public places shall have an STC of at least 40.</u></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>5.508 Outdoor air quality.</p> <p>5.508.1 Ozone depletion and greenhouse gas reductions. <u>New installations of HVAC, refrigeration, and fire suppression equipment shall comply with Sections 5.508.1.1 and 5.508.1.2.</u></p> <p>5.508.1.1 Chlorofluorocarbons (CFCs). Install HVAC, refrigeration and fire suppression equipment that does not contain CFCs.</p> <p>5.508.1.2 Halons. Install HVAC, refrigeration and fire suppression equipment that do not contain Halons.</p>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<p>5.508.2 Supermarket refrigerant leak reduction. New commercial refrigeration systems shall comply with the provisions of this section when installed in retail food stores 8,000 sq. ft. or more conditioned area, and that utilize either refrigerated display cases, or walk-in coolers or freezers connected to remote compressor units or condensing units. The leak reduction measures apply to refrigeration systems containing high-global-warming potential (high –GWP) refrigerants with a GWP of 150 or greater. New refrigeration systems include both new facilities and the replacement of existing refrigeration systems in existing facilities.</p> <p>Exception: Refrigeration systems containing low-global warming potential (low GWP) refrigerant with a GWP value of less than 150 are not subject to this section. Low-GWP refrigerants are nonozone-depleting refrigerants than include ammonia, carbon dioxide (CO2), and potentially other refrigerants.</p>	<input type="checkbox"/>	<input type="checkbox"/>

<p>INSTALLER AND SPECIAL INSPECTOR QUALIFICATIONS</p>	<p><i>All checked items are required for the project</i></p>	<p><i>Select all measures verified in the completed project</i></p>
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<p>QUALIFICATIONS</p>		
<p>702.1 HVAC system installers (if any) are trained and certified in the proper installation of HVAC systems.</p>	<input checked="" type="checkbox"/>	<p style="color: green;"><i>CALGreen Inspector</i></p> <input type="checkbox"/>
<p>702.2 The CALGreen Inspector for this project is listed by the City of Santa Rosa as an approved CALGreen Inspector and is qualified and able to demonstrate competence in the discipline they inspect and verify.</p>	<input checked="" type="checkbox"/>	<p>City Plan Check Staff</p> <input type="checkbox"/>
<p>VERIFICATIONS</p>		
<p>703.1 Verification of compliance with CALGreen for Nonresidential Additions and Alterations may include construction documents, plans, specifications builder or installer certification, inspection reports, or other methods acceptable to the enforcing agency which show substantial conformance. Implementation verification shall be submitted to the Building Department after implementation of all required measures and prior to final inspection approval.</p>	<input checked="" type="checkbox"/>	<p style="color: green;"><i>CALGreen Inspector</i></p> <input type="checkbox"/>

CALGreen Building Acknowledgments

Project Address: _____

Project Description: _____

Section 1 - Design Verification

Complete all lines of Section 1- "Design Verification" and submit the completed checklist (Columns 1 and 2) with the plans and building permit application to the Building Department.

The owner, design professional and CALGreen Inspector have reviewed the plans and certify that the items checked above are hereby incorporated into the project plans and will be implemented into the project in accordance with the requirements set forth in the 2019 California Green Building Standards Code as amended by Chapter 18-42 of the Santa Rosa City Code.

Owner's Signature Date

Owner Name (Please Print)

Design Professional's Signature Date

Design Professional's Name (Please Print)

Signature of Listed CALGreen Inspector Date

Listed CALGreen Inspector's Name (Please Print) Phone

CALGreen Inspector's E-mail Address

Section 2 - Implementation Verification

Complete, sign and submit the completed checklist, including Column 3, together with all original signatures on Section 2 – "Implementation Verification" to the Building Division prior to Building Division final inspection.

I have inspected the work have received sufficient documentation to verify and certify that the project identified above was constructed in accordance with this CALGreen Building Checklist and in accordance with the requirements set forth in the 2019 California Green Building Standards Code as amended by Chapter 18-42 of the Santa Rosa City

Listed CALGreen Inspector Signature Date

CALGreen Inspector's Name (Please Print) Phone (if different than above)

CALGreen Inspector's E-mail Address (if different than above)