

GS2: San Francisco Green Building Submittal Form for LEED or GreenPoint Rated Projects

Form version: February 1, 2018 (For permit applications January 2017 - December 2019)

INSTRUCTIONS:

- Select one (1) column to the right. For each applicable requirement in the column, indicate evidence of fulfillment in the References column. For items that are not applicable, indicate "N/A".
- Provide project information in the Verification box at the right.
- Attach LEED or GreenPoint Rated Scorecard on separate sheet.
- Submittal must be a minimum of 24" x 36".
- This form is for permit applications submitted January 2017 through December 2019. The prior version may be submitted until January 1, 2018.

CHECK THE ONE COLUMN THAT BEST DESCRIBES YOUR PROJECT →

		FOR REFERENCE		NEW CONSTRUCTION			ALTERATIONS + ADDITIONS			REFERENCES	VERIFICATION			
TITLE		SOURCE OF REQUIREMENT	LEED v4	GPR v7	DESCRIPTION OF REQUIREMENT	LOW-RISE RESIDENTIAL R 1-3 Floors	HIGH-RISE RESIDENTIAL R 4+ Floors	LARGE NON-RESIDENTIAL A,B,E,I,M 25,000 sq.ft. or greater	RESIDENTIAL MAJOR ALTERATIONS + ADDITIONS R 25,000 sq.ft. or greater	NON-RESIDENTIAL MAJOR ALTERATIONS + ADDITIONS B,M 25,000 sq.ft. or greater	1ST TIME NON-RESIDENTIAL INTERIORS B,M 25,000 sq.ft. or greater	DRAWING OR SPECIFICATION # (If not applicable, indicate "N/A".)	PROJECT NAME	BLOCK/LOT
LEED/GPR	Required LEED or GPR Certification Level	SFGBC 4.103.1.1, 4.103.2.1, 4.103.3.1, 5.103.1.1, 5.103.3.1 & 5.103.4.1			Project is required to achieve sustainability certification listed at right.	LEED SILVER (50+) or GPR (75+) CERTIFIED	LEED SILVER (50+) or GPR (75+) CERTIFIED	LEED GOLD (60+) CERTIFIED	LEED SILVER (50+) or GPR (75+) CERTIFIED	LEED GOLD (60+) CERTIFIED	LEED GOLD (60+) CERTIFIED		ADDRESS	PRIMARY OCCUPANCY
	LEED/GPR Point Adjustment for Retention/Demolition of Historic Features/Building	SFGBC 4.104, 4.105, 5.104 & 5.105			Enter any applicable point adjustments in box at right.	_____	_____	_____	_____	_____	_____		GROSS BUILDING AREA	
	Points on Current Scorecard				Enter current expected score in box at right as appropriate.	_____	_____	_____	_____	_____	_____			
CHECK ONE: <input type="checkbox"/> LEED <input type="checkbox"/> GPR												Option 1: Verification of compliance for this project will be provided via USGBC/GBCI certification under the LEED rating system, or Build It Green under the GreenPoint Rated system. Green Building Compliance Professional of Record is not required.		
MATERIALS	LOW-EMITTING MATERIALS	CALGreen 4.504.2.1-5 & 5.504.4.1-6, SFGBC 4.103.3.2, 5.103.1.9, 5.103.3.2 & 5.103.4.2	EQc2	K2, K3, L2	Use products that comply with the emission limit requirements of 4.504.2.1-5, 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. Major alterations to existing residential buildings must use low-emitting coatings, adhesives and sealants, and carpet systems that meet the requirements for GPR measures K2, K3 and L2 or LEED EQc2, as applicable. New large non-residential interiors and major alterations to existing residential and non-residential buildings must also use interior paints, coatings, sealants, and adhesives when applied on-site, flooring and composite wood that meet the requirements of LEED credit Low-Emitting Materials (EQc2).	4.504.2.1-5	4.504.2.1-5	LEED EQc2	LEED EQc2 or GPR K2, K3 & L2	LEED EQc2	LEED EQc2		PERMIT APPLICANT (sign & date)	
WATER	INDOOR WATER USE REDUCTION	CALGreen 4.303.1 & 5.303.3, SFGBC 5.103.1.2, SF Housing Code sec.12A10, SF Building Code ch.13A	WEp2, WEc2	G2	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). Residential projects must upgrade all non-compliant fixtures per SF Housing Code sec.12A10. Large non-residential interiors, alterations & additions must upgrade all non-compliant fixtures per SF Building Code ch.13A. New large non-residential buildings must also achieve minimum 30% indoor potable water use reduction as calculated to meet LEED credit Indoor Water Use Reduction (WEc2).	4.303.1	4.303.1	LEED WEc2 (2 pts)	SF Housing Code sec.12A10	SF Building Code ch.13A if applicable	SF Building Code ch.13A if applicable		NAME _____ FIRM _____	
	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	n/r	n/r		ARCHITECTURAL OR ENGINEERING LICENSE <input type="checkbox"/> I am a LEED Accredited Professional <input type="checkbox"/> I have completed one or more LEED projects	
	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 (.55 for residential, .45 for non-residential or less) or by prescriptive compliance for projects with ≥2,500 sq.ft. of landscape area.	•	•	•	•	•	•		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 for the above referenced project. I will notify the Department of Building Inspection if the project will, for any reason, not substantially comply with these requirements, or if I am no longer the Green Building Compliance Professional of Record for the project.	
	WATER METERING	CALGreen 5.303.1	WEc4		Provide submeters for spaces projected to consume >1,000gal/day (or >100gal/day in buildings >50,000 sq.ft).	n/r	n/r	•	n/r	•	•		AFFIX STAMP BELOW: LICENSED PROFESSIONAL (sign & date)	
ENERGY	ENERGY EFFICIENCY	CA Energy Code	EAp2, c2	J5	Comply with all provisions of the CA Energy Code.	•	•	•	•	•	•			
	BETTER ROOFS	SFGBC 4.201.2 & 5.201.1.2	EAc5, EAc2	I3	New non-residential buildings >2,000 sq.ft. and ≤10 occupied floors, and new residential buildings of any size and ≤10 occupied 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.	•	≤10 floors	•	n/r	n/r	n/r			
	RENEWABLE ENERGY	SFGBC 5.201.1.3	EAc2		Non-residential buildings ≥11 floors must acquire at least 1% of energy from on-site renewable sources, purchase green energy credits, or achieve 5 points under LEED credit Optimize Energy Performance (EAc2).	n/r	n/r	•	n/r	n/r	n/r			
	COMMISSIONING (Cx)	CALGreen 5.410.2-5.410.4.5.1	EAp1, EAc1		For projects ≥10,000 sq.ft. include OPR, BOD, and commissioning plan in design & construction. Commission to comply. Alterations & additions with new HVAC equipment must test and adjust all equipment.	n/r	n/r	LEED EAc1 opt. 1	n/r	•	•			
PARKING	BICYCLE PARKING	CALGreen 5.106.4, Planning Code sec.155.1-2	LTC6	N3.5, N3.6	Provide short- and long-term bike parking equal to 5% of motorized vehicle parking, or meet SF Planning Code sec.155.1-2, whichever is greater.	Planning Code 155.1-2	Planning Code 155.1-2	•	Planning Code 155.1-2	•	•			
	DESIGNATED PARKING	CALGreen 5.106.5.2	LTC7		Mark 8% of total parking stalls for low-emitting, fuel efficient, and carpool/van pool vehicles.	n/r	n/r	•	n/r	•	•			
	WIRING FOR EV CHARGERS	SFGBC 4.106.4 & 5.106.5.3	LTC8		Permit application January 2018 or after: Construct all off-street parking spaces for passenger vehicles and trucks with dimensions capable of installing EVSE. 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. Permit applications prior to January 2018 only: Install infrastructure to provide electricity for EV chargers at 6% of spaces for non-residential (CALGreen 5.106.5.3), 3% of spaces for multifamily with ≥17 units (CALGreen 4.106.4.2), and each space in 1-2 unit dwellings (CALGreen 4.106.4.1). All permit application dates: Installation of chargers is not required. Projects with zero off-street parking exempt.	•	•	•	applicable for permit application January 2018 or after	applicable for permit application January 2018 or after	n/r			
WASTE DIVERSION	RECYCLING BY OCCUPANTS	SF Building Code AB-085	MRp1	M4	Provide adequate space and equal access for storage, collection, and loading of compostable, recyclable and landfill materials.	•	•	•	•	•	•		Option 3: GreenPoint Rated GBPCR Green Building Compliance Professional of Record will verify compliance.	
	CONSTRUCTION & DEMOLITION (C&D) WASTE MANAGEMENT	SFGBC 4.103.2.3 & 5.103.1.3.1, Environment Code ch.14, SF Building Code ch.13B	MRp2, MRc5	A2.1	For 100% of mixed C&D debris use registered transporters and registered processing facilities with a minimum of 65% diversion rate. Divert a minimum of 75% of total C&D debris if noted.	•	75% diversion	75% diversion	•	•	75% diversion		NAME _____ FIRM _____	
HVAC	HVAC INSTALLER QUALS	CALGreen 702.1			Installers must be trained and certified in best practices.	•	•	n/r	•	n/r	n/r		ARCHITECTURAL OR ENGINEERING LICENSE <input type="checkbox"/> I am a GreenPoint Rater <input type="checkbox"/> I am not a GreenPoint Rater <input type="checkbox"/> I have completed one or more GreenPoint Rated projects	
	HVAC DESIGN	CALGreen 4.507.2			HVAC shall be designed to ACCA Manual J, D, and S.	•	•	n/r	•	n/r	n/r		If the above licensed professional is not a Certified GreenPoint Rater, additional signature by a Certified GreenPoint Rater is required:	
	REFRIGERANT MANAGEMENT	CALGreen 5.508.1	EAc6		Use no halons or CFCs in HVAC.	n/r	n/r	•	n/r	•	•		GreenPoint Rater (print name) _____ (contact phone #) _____ (sign & date) _____	
GOOD NEIGHBOR	LIGHT POLLUTION	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.	n/r	n/r	•	n/r	•	•		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 for the above referenced project. I will notify the Department of Building Inspection if the project will, for any reason, not substantially comply with these requirements, or if I am no longer the Green Building Compliance Professional of Record for the project.	
	BIRD-SAFE BUILDINGS	Planning Code sec.139			Glass facades and bird hazards facing and/or near Urban Bird Refuges may need to treat their glass for opacity.	•	•	•	•	•	•			
	TOBACCO SMOKE CONTROL	CALGreen 5.504.7, Health Code art.19F	EQp2		For non-residential projects, prohibit smoking within 25 feet of building entries, air intakes, and operable windows. For residential projects, prohibit smoking within 10 feet of building entries, air intakes, and operable windows and enclosed common areas.	•	•	•	•	•	•			
POLLUTION PREVENTION	STORMWATER CONTROL PLAN	Public Works Code art.4.2 sec.147	SSc4	A6	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 project extends outside envelope	if project extends outside envelope	if project extends outside envelope			
	CONSTRUCTION SITE RUNOFF CONTROLS	Public Works Code art.4.2 sec.146	SSp1		Provide a construction site Stormwater Pollution Prevention Plan and implement SFPUC Best Management Practices. A Stormwater Pollution Prevention Plan is optional for GPR projects that disturb <5,000 sq.ft.	if disturbing ≥5,000 sq.ft.	•	if disturbing ≥5,000 sq.ft.	if project extends outside envelope	if project extends outside envelope	if project extends outside envelope			
INDOOR ENVIRONMENTAL QUALITY	ACOUSTICAL CONTROL	CALGreen 5.507.4.1-3, SF Building Code sec.1207	EQc9		Non-residential projects must 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). New residential projects' interior noise due to exterior sources shall not exceed 45dB.	•	•	•	n/r	•	•			
	AIR FILTRATION (CONSTRUCTION)	CALGreen 4.504.1 & 5.504.1-3	EQc3		Seal permanent HVAC ducts/equipment stored onsite before installation.	•	•	•	•	•	•			
	AIR FILTRATION (OPERATIONS)	CALGreen 5.504.5.3, Health Code art.38	EQc1		Non-residential projects must provide MERV-8 filters on HVAC for regularly occupied, actively ventilated spaces. Residential new construction and major alteration & addition projects in Air Pollutant Exposure Zones per SF Health Code art.38 must provide MERV-13 filters on HVAC.	if applicable	if applicable	•	if applicable	•	•		AFFIX STAMP BELOW: LICENSED PROFESSIONAL (sign & date)	
	CONSTRUCTION IAQ MANAGEMENT PLAN	SFGBC 5.103.1.8	EQc3		During construction, meet SMACNA IAQ guidelines; provide MERV-8 filters on all HVAC.	n/r	n/r	LEED EQc3	n/r	n/r	n/r			
RESIDENTIAL-ONLY	GRADING & PAVING	CALGreen 4.106.3			Show how surface drainage (grading, swales, drains, retention areas) will keep surface water from entering the building.	•	•	n/r	if applicable	n/r	n/r			
	RODENT PROOFING	CALGreen 4.406.1			Seal around pipe, cable, conduit, and other openings in exterior walls with cement mortar or DBI-approved similar method.	•	•	n/r	•	n/r	n/r			
	FIREPLACES & WOODSTOVES	CALGreen 4.503.1			Install only direct-vent or sealed-combustion, EPA Phase II-compliant appliances.	•	•	n/r	•	n/r	n/r			
	CAPILLARY BREAK, SLAB ON GRADE	CALGreen 4.505.2			Slab on grade foundation requiring vapor retarder also requires a capillary break such as: 4 inches of base 1/2-inch aggregate under retarder; slab design specified by licensed professional.	•	•	n/r	•	n/r	n/r			
	MOISTURE CONTENT	CALGreen 4.505.3			Wall and floor wood framing must have <19% moisture content before enclosure.	•	•	n/r	•	n/r	n/r			
	BATHROOM EXHAUST	CALGreen 4.506.1			Must be ENERGY STAR compliant, ducted to building exterior, and its humidistat shall be capable of adjusting between <50% to >80% (humidistat may be separate component).	•	•	n/r	•	n/r	n/r			