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

INSTRUCTIONS:

1. 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".
2. Provide project information in the Verification box at the right.
3. Attach LEED or GreenPoint Rated Scorecard on separate sheet.
   Submittal must be a minimum of 24" x 36". First-time tenant improvements consisting of multiple permits totalling 25,000 square feet or greater must fulfill New Large Commercial Interior requirements.

*CHECK THE **ONE** COLUMN THAT BEST DESCRIBES YOUR PROJECT* ➡

	TITLE	SOURCE OF REQUIREMENT	FOR REFERENCE LEED v4	FOR REFERENCE GPR v9	DESCRIPTION OF REQUIREMENT	NEW CONSTRUCTION ☐ 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	ALTERATIONS + ADDITIONS ☐ RESIDENTIAL MAJOR ALTERATIONS + ADDTIONS R 25,000 sq.ft. or greater	☐ NON-RESIDENTIAL MAJOR ALTERATIONS + ADDTIONS B,M 25,000 sq.ft. or greater	☐ NEW LARGE COMMERCIAL INTERIORS B,M 25,000 sq.ft. or greater	REFERENCES DRAWING OR SPECIFICATION # (If not applicable, indicate "N/A".)
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. CHECK ONE: ☐ LEED ☐ GPR	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	
	Adjustment for Retention/Demolition of Historic Features/Building	SFGBC 4.104, 4.105, 5.104 & 5.105			Enter any applicable adjustments to LEED or GPR point requirements in box at right.	_____	_____	_____	_____	_____	_____	
	Points on Current Scorecard				Enter current expected score in box at right as appropriate.	_____	_____	_____	_____	_____	_____	
MATERIAL EMISSIONS	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	
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 (1.28 gpf); urinals (0.125 gpf wall, 0.5gpf floor); showerheads (1.8 gpm); lavatories (1.2 gpm private, 0.5 gpm public/ common); kitchen faucets (1.8gpm); wash fountains (1.8 gpm); metering faucets (0.2 gpc); food waste disposers (1 gpm/8 gpm). 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	
	NON-POTABLE WATER REUSE	Health Code art.12C	WEc2		New buildings ≥40,000 sq.ft. must calculate a water budget. New development projects ≥100,000 sq.ft. must install and operate an onsite water reuse system using available rainwater, graywater, and foundation drainage for toilet and urinal flushing and irrigation. See www.SFPUC.org for details.	*n/r*	•	•	*n/r*	*n/r*	*n/r*	
	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.	•	•	•	•	•	•	
	WATER METERING	CALGreen 5.303.1, Plumbing Code 601.2.1	WEc4		Provide submeters or utility meters for: Nonresidential spaces projected to consume more than 1,000 gal/day, or more than 100 gal/day if in buildings ≥ 50,000 sq. ft. AND each individual residential dwelling unit.	•	•	•	*n/r*	•	•	
ENERGY	ALL-ELECTRIC CONSTRUCTION	SFBC 106A.1.17		J5	Newly constructed buildings must be all-electric, with no gas piping systems or infrastructure. See Administrative Bulletin 112 for details.	•	•	•	***n/r***	***n/r***	***n/r***	
	ENERGY DESIGN	CA Energy Code - In Entirety, and 150.0(t)-(v) SFBC 106A.1.17	EAp2, c2	J5	Comply with Title 24 Part 6 (2022) and meet GreenPoint Rated or LEED energy prerequisites. See Attachment H for details. In isolated situations where natural gas may be permitted per Admin Bulletin 112, San Francisco Electric Ready Design Guidelines require wiring and electrical infrastructure for future conversion of all mixed-fuel loads to all-electric.	•	•	•	•	•	•	
	BETTER ROOFS	SFGBC 4.201.2 & 5.201.1.2 CA Energy Code 140.10(a-b), 150.1(s), 170.2(f-g)	EAc5, EAc2	I3	Photovoltaics and battery energy storage systems are prescriptively required for common nonresidential occupacies per CA Energy Code 140.10(a-b) and multifamily per 170.2(f-g). PV is prescriptively required for single family per 150.1(c)14, along with wiring for future installation of energy storage systems per 150.0(s). If SFPUC Stormwater Requirements apply, each 1 square foot of living roof contributing to Stormwater Management Ordinance compliance may reduce the Solar Access Roof Area by 1 square foot.	•	•	Applies to common uses in A, B, I, E, M occupancies. See Energy Code 140.10(a).	*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 Owners Project Requirements, Basis of Design, and commissioning plan in design & construction. Perform commissioning. 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 Code155.1-2	•	Planning Code 155.1-2	•	•	
	WIRING FOR EV CHARGERS	SFGBC and CALGreen 4.106.4 (all sections) SFGBC and CalGreen 5.103.3 and 5.106.5 (all sections) SFGBC Table 5.106.5.3.1	LTc8		**New 1 - 2 Unit Dwellings:** For projects constructing off-street parking, Install at least one full circuit with a minimum 40A 208/240V capacity dedicated to EV charging with termination in close proximity to proposed EV charging location. **New 3 - 19 Unit Multifamily and Hotels with less than 20 guest rooms:** Provide low-power EV charging receptacles (min 20A 208/240VAC) at 25% of parking spaces (EV Ready), and install raceway capable of supporting future Level 2 EVSE (min 40A 208/240VAC) at 10% of parking spaces. (Total: 35%) **New 20+ Unit Multifamily and Hotels:** Provide low-power EV charging receptacles (min 20A 208/240VAC) at 25% of parking spaces (EV Ready); install raceway capable of supporting future Level 2 EVSE (min 40A 208/240VAC) at 5% of parking spaces; and install Level 2 EVSE at 5% of parking spaces. (Total: 35%) **Multifamily Residential Alterations:** Install raceway for future Level 2 EVSE (min 40A 208/240VAC) terminating at 10% of parking spaces in areas where parking is added, or electrical systems (including lighting) are altered in existing parking facilities. **Non-residential new construction and major alterations:** Install raceway capable of supporting future Level 2 EVSE (min 40A 208/240VAC) and install Level 2 EVSE. See SFGBC Table 5.106.5.3.1 for minimum quantities. **All of the above:** Install service capacity and panelboards with sufficient space. Provide electrical load calculations demonstrating the electric system, including any on-site distribution transformers, has sufficient capacity to simultaneously charge all required circuits (including all raceways for circuits to be completed in the future) at the full specified amperage. If the number of receptacles or EVSE installed is greater than the minimum required, Automated Load Management Systems may be used if the ALMS has capacity to deliver 3.3kW simultaneously to each EVCS, and the total capacity dedicated to EV charging is no less than the minimum required to support the minimum EV Capable, EV Ready, and EVSE spaces. Construct all off-street light-duty vehicle parking spaces with dimensions capable of installing EVSE.	•	•	•	Applies to any multifamily alteration where: Off-street parking is added, OR Electrical systems are altered in existing parking facilities	•	*n/r*	
RESOURCE RECOVERY	RECYCLING AND COMPOSTING BY OCCUPANTS	SF Building Code 106A.3.3, CalGreen 5.410.1, AB-088	MRp1	M4	Provide adequate space and equal access for storage, collection, and loading of compostable, recyclable and landfill materials. To help estimate adequate space for collection by hauler, see supporting materials including a design guide and calculator at: www.sfenvironment.org/refusecalculator.	•	•	•	•	•	•	
	CONSTRUCTION & DEMOLITION (C&D) DISCARDS MANAGEMENT	SFGBC 4.103.2.3 & 5.103.1.3, CalGreen 4.408.2, 5.405.1.1 Environment Code ch.14, SF Building Code ch.13B	MRp2, MRc5	A2.1	100% of mixed debris must be taken by a Permitted Transporter to a Registered Facility for recycling and recovery. Complete Material Reduction and Recovery Plan and demonstrate minimum 65% or 75% recovery rate as noted at right. For more information, see DBI Information Sheet GB-02 or contact: debrisrecovery@sfgov.org / 415-355-3799.	≥65% diversion	≥75% diversion	≥75% diversion	≥65% diversion	≥65% diversion	≥75% diversion	
HVAC	HVAC INSTALLER QUALS	CALGreen 702.1			Installers must be trained and certified in best practices.	•	•	*n/r*	•	*n/r*	*n/r*	
	HVAC DESIGN	CALGreen 4.507.2			HVAC shall be designed to ACCA Manual J, D, and S.	•	•	*n/r*	•	*n/r*	*n/r*	
	REFRIGERANT MANAGEMENT	CALGreen 5.508.1	EAc6		Use no halons or CFCs in HVAC.	*n/r*	*n/r*	•	*n/r*	•	•	
GOOD NEIGHBOR	LIGHT POLLUTION	CA Energy Code	SSc6		Comply with CA Energy Code for Lighting Zones 1-4.	*n/r*	*n/r*	•	*n/r*	•	•	
	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.	•	•	•	•	•	•	
	SHADE TREES	CalGreen 5.106.12	SSc5		Plant trees to sufficient to provide shade within 15 years for 20% of landscape and hardscape area. Exclude shade structures covered by photovoltaics or cool roof materials from total area calculation, including surface parking covered by PV.							
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-13 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	•	•	
	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	CALGreen 4.505.2			Slab on grade foundation with vapor retarder requires capillary break, such as 4 inches 1/2-in aggregate & slab design 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 exterior, and humidistat shall be capable of adjusting between <50% to >80% (Humidistat may be separate.)	•	•	*n/r*	•	*n/r*	*n/r*	

VERIFICATION

PROJECT NAME _____ BLOCK/LOT _____

ADDRESS _____ PRIMARY OCCUPANCY _____

GROSS BUILDING AREA _____

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.

PERMIT APPLICANT *(sign & date)* _____

Option 2: LEED GBCPR

Green Building Compliance Professional of Record will verify compliance.

NAME _____ FIRM _____

ARCHITECTURAL OR ENGINEERING LICENSE _____

☐ I am a LEED Accredited Professional

☐ I have completed one or more LEED projects

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.

LICENSED PROFESSIONAL *(sign & date)* _____ **AFFIX STAMP BELOW:**

Option 3: GreenPoint Rated GBPCR

Green Building Compliance Professional of Record will verify compliance.

NAME _____ FIRM _____

ARCHITECTURAL OR ENGINEERING LICENSE _____

☐ I am a GreenPoint Rater ☐ I am not a GreenPoint Rater

☐ I have completed one or more GreenPoint Rated projects

If the above licensed professional is not a Certified GreenPoint Rater, additional signature by a Certified GreenPoint Rater is required:

GreenPoint Rater *(print name)* _____ *(contact phone #)* _____

(sign & date) _____

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.

LICENSED PROFESSIONAL *(sign & date)* _____ **AFFIX STAMP BELOW:**