

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

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.

CHECK THE ONE COLUMN THAT BEST DESCRIBES YOUR PROJECT →

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. This form is for permit applications submitted January 2020 through December 2022.

LEED/GPR	TITLE	SOURCE OF REQUIREMENT	FOR REFERENCE		DESCRIPTION OF REQUIREMENT	NEW CONSTRUCTION			ALTERATIONS + ADDITIONS			REFERENCES
			LEED v4	GPR v8		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	NEW LARGE COMMERCIAL INTERIORS B,M 25,000 sq.ft. or greater	
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.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DRAWING OR SPECIFICATION # (if not applicable, indicate "N/A".)
	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 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	
	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	Application for Permit June 1, 2021 or after: 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 PERFORMANCE	CA Energy Code SFGBC 4.201.3, 5.201 SFBC 106A.1.17	EAp2, c2	J5	Application for permit Feb 17, 2020 or after: Comply with Title 24 Part 6 (2019) and meet GreenPoint Rated or LEED energy prerequisites. See Attachment H for details. Application for permit Feb 17, 2020 or after: All-Electric buildings of any occupancy: Comply with all provisions of Title 24 2019. In isolated situations where natural gas may be permitted per Admin Bulletin 112, comply with Electric Ready Design Guidelines which require wiring and electrical infrastructure for future conversion of all mixed-fuel loads to all-electric AND: - New low-rise residential with natural gas: Demonstrate Total Energy Design Rating ≤14. - New buildings with natural gas of any occupancies excepting F, L, or H: Reduce energy use at least 10% compared to Title 24 2019.	•	•	•	•	•	•	
	BETTER ROOFS	SFGBC 4.201.2 & 5.201.1.2 CA Energy Code 110.10, 150.1(c)14; & 150.1(c)8.iv	EAc5, EAc2	I3	New non-residential buildings >2,000 square feet and ≤ 10 floors, and new residential buildings of ≥4 and ≤10 floors, must designate 15% of roof as Solar Ready, applying 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. New single family buildings and residential buildings of ≤3 floors must install photovoltaics.	•	≤10 floors	•	n/r	n/r	n/r	
	RENEWABLE ENERGY	SFGBC 5.201.1.3	EAc2		New commercial buildings ≥ 11 floors must Generate ≥1% of annual energy cost on-site with renewables (LEEDv4 EAc5), OR Reduce energy use an additional ≥10% compared to Title 24 Part 6 2019. OR Purchase Green-E renewable energy for 50% of electricity use (LEEDv4 EAc7).	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 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 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	
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 & 5.103.1.3.1, 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 Registered Transporter to a Registered Facility and be processed for recycling. Divert a minimum of 65% or 75% of total C&D debris as noted at right. See www.sfdbi.org for details.	≥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.							
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 _____ AFFIX STAMP BELOW: _____

(sign & date)

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.

AFFIX STAMP BELOW:

LICENSED PROFESSIONAL _____

(sign & date)