City of Santa Clara
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2019 CALIFORNIA GREEN BUILDING CODE (CGC) CHECKLIST FOR NEW NONRESIDENTIAL BUILDINGS

BUILDING PERMIT NO.: BLD20
ADDRESS:

Feature or Measure	MANDATORY MEASURES SPECIFIED (Please check boxes below) Yes
SITE DEVELOPMENT (CGC 5.106)	
Storm water pollution control. Newly constructed projects which disturb less than one acre of land shall prevent the pollution of storm water runoff from the construction activities through local ordinance per CGC 5.106.1.1 or Best Management Practices (BMPs) per CGC 5.106.1.2.	☐
Short-Term bicycle parking. If the project is anticipated to generate visitor traffic, provide permanently anchored bicycle racks within 200 feet of the visitors' entrance, readily visible to passers-by, for 5 percent of new visitor motorized vehicle parking capacity, with a minimum of one two-bike capacity rack per CGC 5.106.4.1.1.	☐
Long-Term bicycle parking. For buildings with 10 or more tenant-occupants, provide secure bicycle parking for 5 percent of tenant-occupied motorized vehicle parking capacity, with a minimum of one space per CGC 5.106.4.1.2.	☐
Bicycle parking at shell buildings. For new shell buildings in phased projects, provide secure bicycle parking for 5 percent of the anticipated tenant-occupant vehicular parking spaces with a minimum of one bicycle parking facility.	☐
Designated parking for clean air vehicles. Provide designated parking for any combination of low-emitting, fuel-efficient and carpool/van pool vehicles as shown in Table 5.106.5.2. Parking stall markings shall comply with CGC 5.106.5.2.1.	☐
Electrical vehicle (EV) charging. Provide capability to facilitate future installation of electrical vehicle supply equipment (EVSE) per Section 5.106.5.3.	☐
Light pollution reduction. Outdoor lighting systems shall be designed and installed to comply with requirements in the *California Energy Code* and in compliance with CGC 5.106.8.	☐
Grading and paving. Construction plans shall indicate how site grading or a drainage system will manage all surface water flows to keep water from entering buildings. Examples of methods to manage surface water include those shown in Items 1-5 per CGC 5.106.10.	☐
Shade trees. Shade trees shall be planted to comply with CGC 5.106.12.1, 5.106.12.2, and 5.106.12.3. Shade-area percentages are to be measured at noon on the summer solstice. Any landscape irrigation necessary for tree health shall comply with CGC 5.304.6.	☐
ENERGY EFFICIENCY (CGC 5.201)	
California Energy Code. The building's construction shall meet or exceed the requirements of the 2019 California Building energy efficiency Standards per CGC 5.201.1.	☐
WATER EFFICIENCY AND CONSERVATION	
INDOOR WATER USE (CGC 5.303)	
Meters. Separate submeters or metering devices shall be installed for the uses described in Sections 5.303.1.1 and 5.303.1.2. **Buildings in excess of 50,000 square feet.** Separate submeters shall be installed as follows: 1. For each individual leased, rented or other tenant space within the building projected to consume more than 100 gal/day, including but not limited to, spaces used for laundry or cleaners, restaurant or food service, medical or dental office, laboratory, or beauty salon or barber shop.	☐
2. Where separate submeters for individual building tenants are unfeasible, for water supplied to the following subsystems: a. Makeup water for cooling towers where flow through is greater than 500 gpm. b. Makeup water for evaporative coolers greater than 6 gpm. c. Steam and hot-water boilers with energy input more than 500,000 Btu/h.	☐
Excess consumption. A separate submeter or metering device shall be provided for any tenant within a building that is projected to consume more than 1,000 gal/day.	☐
Water conserving plumbing fixtures and fittings. Plumbing fixtures (water closets and urinals) and fittings (faucets and showerheads) shall comply with the prescriptive reduced flow rates specified in CGC 5.303.3.1	☐

through 5.303.3.3.	
Commercial kitchen equipment. **Food waste disposers.** Disposers shall either modulate the use of water to no more than 1 gpm when the disposer is not in use (not actively grinding food waste/no-load) or shall automatically shut off after no more than 10 minutes of inactivity. Disposers shall use no more than 8 gpm of water per CGC 5.303.4.1.	☐
Standards for plumbing fixtures and fittings. Plumbing fixtures and fittings shall meet the applicable standards referenced in Table 1701.1 of the 2019 *California Plumbing Code* and in Chapter 6 of the CGC.	☐
OUTDOOR WATER USE (CGC 5.304)	
Outdoor potable water use in landscape areas. Nonresidential developments shall comply with the City Water Service Use and Rules and Regulations, Item no. 24, or the California Model Water Efficient Landscape Ordinance (MWELO), whichever is more stringent, per CGC 5.304.1.	☐
WEATHER RESISTANCE AND MOISTURE MANAGEMENT (CGC 5.407)	
Weather protection. Provide a weather-resistant exterior wall and foundation envelope as required by *California Building Code* Section 1402.2, manufacturer's installation instructions or local ordinance, whichever is more stringent per CGC 5.407.1.	☐
Moisture control. Employ moisture control measures by the following methods:	
Sprinklers. Prevent irrigation spray on structures per CGC 5.407.2.1.	☐
Entries and openings. Design exterior entries and openings to prevent water intrusion into buildings per CGC 5.407.2.2.	☐
CONSTRUCTION WASTE REDUCTION, DISPOSAL AND RECYCLING (CGC 5.408)	
Construction waste diversion. Recycle and/or salvage for reuse a minimum of 65% of the non-hazardous construction and demolition 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 (CGC 5.408.1).	☐
Verification of compliance. A copy of the completed waste management report shall be provided per CGC 5.408.1.4.	☐
Excavated soil and land clearing debris. 100% of trees, stumps, rocks, and associated vegetation and soils resulting primarily from land clearing shall be reused or recycled per CGC 5.408.3.	☐
BUILDING MAINTENANCE AND OPERATION (CGC 5.410)	
Recycling by occupants. Provide readily accessible areas that serve the entire building and are identified for the depositing, storage and collection of nonhazardous materials for recycling per CGC 5.410.1.	☐
Commissioning. For new buildings 10,000 square feet and over, building commissioning shall be included in the design and construction processes of the building project to verify that building systems and components meet the owner's project requirements. Commissioning shall be performed in accordance with Section 5.410.2. These commissioning requirements are separate from the requirements of Section 120.8 of the California Energy Code.	☐
Commissioning report. A report of commissioning process activities undertaken through the design and construction phases of the building project shall be completed and provided to the owner or representative.	☐
Testing and adjusting. Testing and adjusting of systems shall be required for buildings less than 10,000 square feet per CGC 5.410.4.	☐
Testing and adjustment report. After completion of testing, adjusting and HVAC balancing, provide a final report of testing signed by the individual responsible for performing these services per CGC 5.410.4.4.	☐
Operation and maintenance manual. Provide the building owner with detailed operating and maintenance instructions and copies of guaranties/warranties for each system prior to final inspection per CBC 5.410.4.5.	☐
Inspections and reports. Include a copy of all inspection verifications and reports required by the City per CGC 5.410.4.5.1.	☐

ENVIRONMENTAL QUALITY	
FIREPLACES (CGC 5.503)	
Install only a direct-vent sealed-combustion gas or sealed wood-burning fireplace, or a sealed woodstove or pellet stove, and refer to residential requirements in the *California Energy Code,* Title 24, Part 6, Subchapter 7, Section 150. **Woodstoves.** Woodstoves and pellet stoves shall comply with US EPA New Source Performance Standards (NSPS) emission limits as applicable, and shall have a permanent label indicating they are certified to meet the emission limits per CGC 5.503.1.1.	☐
POLLUTANT CONTROL (CGC 5.504)	
Temporary ventilation. The permanent HVAC system shall only be used during construction if necessary to condition the building within the required temperature range for material and equipment installation. If the HVAC system is used during construction, 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 immediately prior to occupancy. (CGC 5.504.1)	☐
Covering of duct openings and protection of mechanical equipment during construction. At the time of rough installation and during storage on the construction site 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, sheet metal or other methods acceptable to the City to reduce the amount of dust, water and debris which may enter in the system per CGC 5.504.3.	☐
Finish material pollutant control. Finish materials shall comply with Sections 5.504.4.1 through 5.504.4.6.	
Adhesives, sealants and caulks. Adhesives, sealants and caulks used on the project shall meet the requirements of the standards listed in CGC 5.504.4.1.	☐
Paints and coatings. Architectural paints and coatings shall comply with Table 5.504.4.3 unless more stringent local limits apply. **Verification.** Verification of compliance with this section shall be provided at the request of the City per CGC 5.504.4.3.2.	☐
Carpet systems. All carpet installed in the building interior shall meet the testing and product requirements of one of the standards listed in Section 5.504.4.4.	☐
Composite wood products. Hardwood plywood, particleboard and medium density fiberboard composite wood products used on the interior or exterior of the building shall meet the requirements for formaldehyde as specified in Table 5.504.4.5. **Verification.** Verification of compliance with this section shall be provided as requested by the City per CGC 5.504.4.5.3.	☐
Resilient flooring systems. For 80% of floor area receiving resilient flooring, installed resilient flooring shall comply with CGC 5.504.4.6. **Verification.** Documentation shall be provided verifying that resilient flooring materials meet the pollutant emission limits per CGC 5.504.4.6.1.	☐
Filters. In mechanically ventilated buildings, provide regularly occupied areas of the building with air filtration media for outside and return air prior to occupancy that provides at least a MERV of 13. MERV 13 filters shall be installed after any flush-out or testing and prior to occupancy, and recommendations for maintenance with filters of the same value shall be included in the operation and maintenance manual per CBC 5.504.5.3.	☐
Environmental tobacco smoke (ETS) control. Prohibit smoking within 25 feet of building entries, outdoor air intakes and operable windows where outdoor areas are provided for smoking and within the building as already prohibited by other laws, regulations or policies, whichever are more stringent, per CGC 5.504.7.	☐
INDOOR MOISTURE CONTROL (CGC 5.505)	
Indoor moisture control. Building shall meet or exceed the provisions of California Building Code, CCR, Title 24, Part 2, Section 1202 and Chapter 14. (CGC 5.505.1)	☐
AIR QUALITY AND EXHAUST (CGC 5.506)	
Outside air delivery. For mechanically or naturally ventilated spaces in buildings, meet the minimum requirements of Section 120.1 of the California Energy Code or the applicable local code, whichever is more stringent, and Division 1, Chapter 4 of CCR, Title 8, per CGC 5.506.1.	☐

Carbon dioxide (CO_2) monitoring. For buildings equipped with demand control ventilation, CO_2 sensors and ventilation controls shall be specified and installed in accordance with the requirements of the California Energy Code, Section 120(c)(4), per CGC 5.506.2.	☐
ENVIRONMENTAL COMFORT (CGC 5.507)	
Acoustical control. Employ building assemblies and components with STC values determined in accordance with ASTM E90 and ASTM E413 or OITC determined in accordance with ASTM E1332, using either the prescriptive or performance method in Sections 5.507.4.1 or 5.507.4.2.	☐
Interior sound transmission. Wall and floor-ceiling assemblies separating tenant spaces and tenant spaces and public spaces shall have an STC of at least 40 (CGC 5.507.4.3).	☐
OUTDOOR AIR QUALITY (CGC 5.508)	
Ozone depletion and greenhouse gas reductions. Installations of HVAC, refrigeration and fire suppression equipment shall comply with Sections 5.508.1.1 and 5.508.1.2.	☐ As applicable
Supermarket refrigerant leak reduction. New commercial refrigeration systems shall comply with Section 5.508.2 when installed in retail food stores 8,000 square feet 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.	☐ As applicable
INSTALLER AND SPECIAL INSPECTOR QUALIFICATIONS (CGC 702)	
Installer training. HVAC system installers shall be trained and certified in the proper installation of HVAC systems including ducts and equipment by a recognized training or certification program, per CGC 702.1.	☐
Special inspection. Special inspectors employed by the City must be qualified and able to demonstrate competence in the discipline they are inspecting per CGC 702.2.	☐
VERIFICATION (CGC 703)	
Upon request, verification of compliance with the CALGreen code may include construction documents, plans, specifications, builder or installer certification, inspection reports, or other methods acceptable to the building department which will show substantial conformance, per CGC 703.1.	☐

Responsible Designer's Declaration Statement	**Contractor Declaration Statement**
I hereby certify that this project has been designed to meet the requirements of the 2019 California Green Building Standards Code.	I hereby certify, as the builder or installer under permit listed herein, that this project will be constructed to meet the requirements of the California Green Building Standards Code.
Name:	Name:
Signature:	Signature:
Date:	Date:
Company:	License:
Address:	Address:
City: State: Zip:	City: State: Zip: