



CITY OF ENCINITAS
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NONRESIDENTIAL / MULTIFAMILY GREEN BUILDING CHECKLIST

PURPOSE AND RELEVANCE TO CAP AND CEQA

The City's Climate Action Plan (CAP) outlines actions and measures to reduce greenhouse gas (GHG) emissions, including measures that must be implemented by development projects seeking building permits. The goal of this checklist is to provide a streamlined review process for all proposed development projects that are subject to local CAP-related building requirements. The City's CAP is a qualified greenhouse gas (GHG) emissions reduction plan in accordance with CA CEQA Guidelines Section 15183.5. Pursuant to CEQA Guidelines Sections 15064(h)(3), 15130(d), and 15183(b), a project's incremental contribution to a cumulative GHG emissions effect may be determined not to be cumulatively considerable if it complies with the requirements of a CAP. Projects that are consistent with the CAP, as determined through the use of this checklist, may rely on the CAP for the cumulative impact analysis of GHG emissions. Projects that are not consistent with the CAP must prepare a comprehensive project-specific analysis of GHG emissions, including quantification of existing and projected GHG emissions and incorporation of the measures in this checklist to the extent feasible. Cumulative GHG impacts would be significant for any project that is not consistent with the CAP or Ordinances 2022-13 and 2022-14.

CHECKLIST PROCEDURE

- The applicant must complete this checklist and include it with the project submittal package or as part of a building permit application when seeking a permit for a New Construction, Addition, or Alteration project.
- The applicant must provide plan references, an explanation, and/or relevant supporting materials to demonstrate how the project satisfies, is not applicable to, or qualifies for an exception to the Green Building Ordinance requirements.
- The applicable requirements in the checklist must be included in the project's conditions of approval (if discretionary permit needed) and on the permitted building plans.
- Applicant is responsible for recording/retaining all manufacturer name plate data or similar for equipment installed before it becomes inaccessible or illegible due to construction. Recording/retaining installed equipment information is mandatory.

REFERENCED CODE

Ordinances 2022-13 and 2022-14 were adopted on October 26, 2022 and incorporated into Chapter 23 of the Encinitas Municipal Code effective January, 2023. This checklist references sections of EMC Chapter 23, the California Energy code (Title 24, Part 6), and the California Green Building Code (Title 24, Part 11), where relevant. The links below may be used to review the code sections referenced.

Encinitas Municipal Code Chapter 23 - Denoted as "EMC" throughout the checklist.

Full Code: <https://ecode360.com/EN5042>

California Title 24 Part 6 - Denoted as "T24P6" throughout the checklist.

Full Code: <https://codes.iccsafe.org/content/CAEC2022P3>

California Title 24 Part 11 - Denoted as "T24P11" throughout the checklist.

Full Code: <https://codes.iccsafe.org/content/CAGBC2022P3>

Fact Sheets Summarizing the requirements can be found [here](#)

CONTACT INFORMATION		
Applicant Name/Company:		
Applicant Contact Phone:	Applicant Contact Email:	
PROJECT INFORMATION		
Project Number:	Project Name:	
Project Address:	APN #:	
Proposed Building Gross Sq Ft.:	Permit Valuation:	
Scope of Work/Project Description:		
PROJECT TYPE AND APPLICABLE CHECKLIST SECTIONS		
Project Type	Required Sections	Notes
<input type="checkbox"/> Multifamily		
<input type="checkbox"/> New Construction	1, 4B, 5A	Includes new, detached ADUs
<input type="checkbox"/> Alteration/Addition*:		See Alteration/Addition footnote
<input type="checkbox"/> Permit Value <\$50,000	N/A	
<input type="checkbox"/> Permit Value ≥\$50,000	2	
<input type="checkbox"/> High Rise Alteration/Addition*: <input type="checkbox"/> Addition ≥ 1,000 sq. ft. (roof area) OR <input type="checkbox"/> Permit Value ≥\$1,000,000	4A	<i>Permit Value:</i> If permit affects at least 75% of gross floor area.
<input type="checkbox"/> Nonresidential, Hotels and Motels		
<input type="checkbox"/> New Construction	1, 4B, 5B	
<input type="checkbox"/> Alteration/Addition*:		See Alteration/Addition footnote
<input type="checkbox"/> Addition ≥ 1,000 sq. ft. (floor area) OR <input type="checkbox"/> Alteration Permit Value ≥\$200,000	3	
<input type="checkbox"/> Addition ≥ 1,000 sq. ft. (roof area) OR <input type="checkbox"/> Permit Value ≥\$1,000,000	4A	<i>Permit Value:</i> If permit affects at least 75% of gross floor area.
<input type="checkbox"/> Alteration/Addition ≥ 10,000 sq. ft.	5B	
<input type="checkbox"/> Addition < 1,000 sq. ft. (Floor or roof area) AND Permit Value <\$1,000,000	N/A	
<input type="checkbox"/> Alteration Permit Value <\$200,000	N/A	
<p>*Additions/Alterations where more than 50% of the roof framing AND 50% of exterior bearing walls/column supports are removed, OR the building's conditioned area is more than doubled are considered <u>new construction</u> and should be submitted accordingly.</p> <p>Note: All projects require the Encinitas "Green Building Checklist" forms to be filled out and submitted for review. Please identify the "Applicability" of all sections as Required or Exception Requested or Not Applicable.</p>		

For sections marked as *Exception Requested or Not Applicable*, please provide documentation or clarification in the area provided on the form. For sections marked as *Required*, please include the information on the plans and note the sheet number on the form.

Definitions:

Accessory Dwelling Unit (ADU): Dwelling unit accessory to a primary dwelling. Detached and newly constructed ADUs are considered new residential. Attached ADUs in existing buildings are considered existing residential in the EMC.

Mixed use: Buildings which combine residential and nonresidential uses. Mixed-use buildings must comply with all applicable residential and nonresidential requirements. Select both categories above and complete applicable sections.

Multifamily: Buildings, other than townhomes, containing more than two dwelling units, e.g., apartment complex, condominium. (See [T24P6 100.1\(b\)](#))

New Construction: All new buildings and any existing buildings where more than 50% of the roof framing and exterior bearing walls/columns are removed or conditioned area more than doubles.

Nonresidential: Buildings used for business or commerce, e.g., store, warehouse, gym, workplace, office, hotel/motel, high-rise residential (multifamily greater than 3 stories). (See [T24P6 100.1\(b\)](#))

Single-family Buildings: Detached one- and two-family dwellings and townhouses. (See [T24P6 100.1\(b\)](#)) (Single-family checklist available [here](#))

1. ALL-ELECTRIC - NEW BUILDINGS

All Electric Building Requirements (EMC 23.12.110 B and C). All nonresidential and all multifamily new construction shall be all-electric unless an exemption is applicable and approved by the City (see EMC 23.12.110 B and C).

All-Electric buildings must include:

- ☐ No natural gas or propane plumbing in the building or on the property;
- ☐ No gas meter connection;
- ☐ Electricity as the source of energy for space heating, water heating, cooking appliances, and clothes drying appliances; and
- ☐ If a pool is associated, may use solar thermal collectors (e.g., solar pool heating), but no gas.

To be completed by Applicant:

☐ Voluntarily Comply

Plan Sheet Reference(s):

☐ Opt Out

2. EXISTING RESIDENTIAL ENERGY EFFICIENCY

Multifamily residential additions and alterations (EMC 23.12.080.E) shall include any one of the measures identified as *Available* in Table 180.5-A, Multifamily Requirements, where vintage shall refer to the year in which the building was originally permitted for construction. The following requirements shall apply to the entire dwelling unit, not just the addition or altered portion. Measure to be checked off in the table below.

Table 180.5-A: Multifamily Requirements

Measures	Building Vintage		
	Pre-1978	1978-1991	Post-1991
LED Lamps, Vacancy Sensors and Exterior Photocells	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water Heating Package	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cool Roof	<input type="checkbox"/>		
R-38 Attic Insulation and Air Sealing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Duct Sealing	<input type="checkbox"/>	<input type="checkbox"/>	
New Ducts + Duct Sealing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Windows	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R-13 Wall Insulation	<input type="checkbox"/>		
Floor Insulation	<input type="checkbox"/>		
Heat Pump Water Heater (HPWH)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Heat Pump HVAC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Heat Pump Clothes Dryer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Induction Cooktop	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PV + Electric Ready Pre-Wire	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The measures shall be installed to the specifications in Table 180.5-B, multifamily Measure Specifications. Existing measures that meet the specifications in Table 180.5-B may be used to satisfy the requirements. Specifications can be found in the EMC.

To be completed by Applicant:

☐ Required

Year Built:

Measure Selected:

Plan Sheet Reference(s):

☐ Exception request*

☐ Not Applicable*

*Provide documentation, see below.

***For section 2, substantiate any request for exception or non-applicability. Submit any necessary supplementary documentation.**

3. EXISTING NONRESIDENTIAL ENERGY EFFICIENCY

Energy Efficient Steel Framing (EMC 23.12.110 F). All nonresidential buildings that include steel framing, shall design steel framing for maximum energy efficiency, including:

- 1) Exterior rigid insulation;
- 2) Punching large holes in the stud web without affecting the structural integrity of the stud;
- 3) Spacing the studs as far as possible while maintaining the structural integrity of the structure; and
- 4) Detailed design of intersections of wall openings and building intersections of floors, walls, and roofs.

To be completed by Applicant:

☐ Required

Plan Sheet Reference(s):

☐ Exception request*

☐ Not Applicable*

*Provide documentation, see below.

***For section 3, substantiate any request for exception or non-applicability. Submit any necessary supplementary documentation.**

4. SOLAR PHOTOVOLTAIC SYSTEMS

4A) Nonresidential and High-Rise Residential Solar PV (EMC 23.12.080 B and C).

All nonresidential and high-rise (4 habitable stories or more) residential additions that increase the total roof area by at least 1,000 sq. ft. or alterations with a permit value of at least \$1,000,000 that affect at least 75% of the gross floor area are required to install solar photovoltaic equipment sized according to one of the following methods:

Based on Gross Floor Area:

- 1) Buildings with a gross floor area greater than or equal to 10,000 ft² shall install a minimum of 15kW_{dc} per 10,000 ft² gross floor area.
- 2) Buildings with a gross floor area under 10,000 ft² shall install a minimum 5-kilowatt (kW_{dc}) PV system.

Note: If $\geq 10,000$ sq. ft., minimum system size = $15 \text{ kW}_{dc} \times (\text{GFA}/10,000)$.

To be completed by Applicant:

Gross Floor Area: _____sq. ft. Min. System Size: _____kW_{dc}

Actual System Size: _____kW_{dc} Battery Size: _____kWh (optional)

To be completed by Applicant:

☐ Required

Plan Sheet Reference(s):

☐ Exception request*

☐ Not Applicable*

*Provide documentation, see below.

Based on State Code (T24P6 §140.10(a) or §170.2(g)):

Comply with CA Title 24, Part 6, Energy Code Section 140.10(a) or 170.2(g) which otherwise applies to newly constructed buildings.

To be completed by Applicant:

Conditioned Floor Area: _____sq. ft.

Min. System Size: _____kW_{dc} Actual System Size: _____kW_{dc}

Battery Size: _____kWh (optional)

To be completed by Applicant:

☐ Required

Plan Sheet Reference(s):

☐ Exception request*

☐ Not Applicable*

*Provide documentation, see below.

***For section 4, substantiate any request for exception or non-applicability. Submit any necessary supplementary documentation.**

4B) Multifamily and Nonresidential Solar PV (T24P6 §170.2(f) or §170.2(g))

All newly constructed multifamily and nonresidential buildings are required to install solar photovoltaic equipment sized according to CA Title 24, Part 6, Energy Code Section 140.10(a), 170.2(f) or 170.2(g).

To be completed by Applicant:

Conditioned Floor Area: _____ sq. ft.

Min. System Size: _____ kW_{dc} Actual System Size: _____ kW_{dc}

Battery Size: _____ kWh (optional)

To be completed by Applicant:

☐ Required

Plan Sheet Reference(s):

☐ Exception request*

☐ Not Applicable*

*Provide documentation, see below.

***For section 4, substantiate any request for exception or non-applicability. Submit any necessary supplementary documentation.**

5. ELECTRIC VEHICLE CHARGING

5A) Electric Vehicle Charging: Newly Constructed Multifamily (EMC 23.12.110 E).

New Multifamily: At least **fifteen (15)** percent of the total number of parking spaces provided for all parking facilities, but in no case less than one, shall be electric vehicle charging spaces (EV spaces).

These requirements are in addition to State Code requirements for EV Capable spaces.

To be completed by Applicant:

☐ Required*

Plan Sheet Reference(s):

☐ Exception request*

☐ Not Applicable*

*Provide documentation, see below.

5B) Electric Vehicle Charging: Nonresidential and Hotel/Motel New Construction/Additions/Alterations (EMC 23.12.110 E).

For any new nonresidential or hotel/motel development or any nonresidential or hotel/motel alteration or addition that requires a building permit with square footage larger than 10,000 sq. ft. as determined by the City of Encinitas Building

To be completed by Applicant:

☐ Required*

Plan Sheet Reference(s):

Division, at least **eight (8) percent** of the total number of parking spaces provided for all types of parking facilities, but in no case less than one, shall be electric vehicle charging spaces (EV spaces). Each such space shall be equipped with, at a minimum, fully operational Level 2 electric vehicle supply equipment (EVSE).

These requirements are in addition to State Code requirements for EV capable and off-street loading spaces.

☐ Exception request*

☐ Not Applicable*

*Provide documentation, see below.

For 5A, and 5B, complete as applicable to EMC 23.12.110 E and T24 Part 11 for your project.

Total number of ports by charger type: EV Capable: _____ EV Ready: _____ Level 2: _____

DC Fast: _____ Off-street loading spaces: _____

Definitions:

EV-Ready: Energized electrical outlets installed at the time of construction that are capable of charging an EV when a charging station is installed the future.

EV-Capable: A parking space linked to a listed electrical panel with sufficient electrical load capacity for a dedicated 208/240 volt, 40-ampere minimum branch circuit to the parking space.

Off-street loading spaces: Reserved for medium- and heavy-duty EV charging cabinets and charging dispensers.

***For 5A and 5B, substantiate any request for exception or non-applicability. Submit any necessary supplementary documentation.**

DETERMINATION OF COMPLETION

By signing below, applicant confirms having read, understood, and filled out the checklist truthfully and accurately and hence affirming compliancy of the Encinitas Local Energy Ordinance 2022-13 and Green Building Ordinance 2022-14.

Applicant Name (print) _____ Signature _____ Date: _____