

MUNICIPAL GREEN BUILDING POLICY

September, 2020

Background

The Santa Barbara City Council is committed to environmental, economic, and social stewardship through sustainable building practices for City facilities. The implementation of this Municipal Green Building Policy is expected to yield cost savings to City taxpayers through reduced operating costs, to provide a healthy work environment for City employees and visitors to City buildings, and to contribute to the realization of the City Council's stated goal of protecting, conserving, and enhancing the region's environmental resources along with reducing greenhouse gas emission through efficiency and renewable energy.

The City's current Green Building policy, adopted in 2008, encourages the construction of LEED® Silver Certified buildings. This policy revision elevates the City's standards for sustainable building practices beyond LEED® Certification. Specifically, the policy establishes ambitious energy efficiency targets and sets out to achieve Zero Net Carbon for new building construction and major renovations in order to advance the City's sustainability goals and significantly reduce greenhouse gas emissions.

Policy Intent

The City of Santa Barbara will incorporate green building practices into the design, construction, renovation, retrofitting, and operation of all **City-owned and occupied facilities**. The intent of these practices is to exercise environmental stewardship, protect occupant health, enhance productivity, stimulate local economic development and create local jobs, and to generate resource and financial savings over the lifespan of the building.

Definitions

City Facilities include buildings and structures that the City designs, builds, owns, operates, leases, and/or maintains.

City Renewable Energy Investment Fund (CREIF) is an investment fund in which projects can invest an amount equal to 5% of their total project cost to satisfy their renewable energy or carbon offset requirement. The funds invested will be used to help fund other City-owned renewable energy and/or battery storage projects. A project should first look to site as much renewable energy capacity as possible and attempt to meet all energy needs onsite. For projects that cannot site any renewables and have been given a waiver by the Energy and Climate Staff, the project will contribute 5% of overall project costs to the CREIF. For projects that are able to meet some, but not all, of the onsite energy demands the project can supplement its effort by investing in the CREIF. The equation for the remaining investment is as follows:

$(100\% - X) * 5\% \text{ overall project cost} = \text{Partial CREIF Investment}$ (where "X" is the amount of energy offset by onsite renewables).

For example if a \$1Million project is only able to meet 75% of its energy needs it will pay 25% of 5% of the overall project cost.

EXAMPLE: $(100\% - 75\%)*5\%$ (\$1Million) = $25\%*50,000 = \$12,500$ Investment

Green Steering Committee is a group of City representatives that will be responsible for reviewing project checklists and approving project exemptions. The GSC will consist of one member from Community Development, one member from Water Resources, one member from Environmental Services, one member from Transportation Planning, one member from the Energy and Climate Program and one member from the Facilities Project Engineering team. The GSC will meet once annually to review and update this policy and as needed to review and advise on projects. The Energy and Climate Program representative will be responsible for convening the Committee.

Historic Resource is a City, State or Federally-designated landmark or a City-designated structure of merit.

Leadership in Energy and Environmental Design (LEED®) is an ecology-oriented building certification program run under the auspices of the U.S. Green Building Council (USGBC). LEED concentrates its efforts on improving performance across five key areas of environmental and human health: energy efficiency, indoor environmental quality, materials selection, sustainable site development and water savings.

Living Building Challenge is a green building certification program and sustainable design framework that visualizes the ideal for the built environment. The end goal of the Living Building Challenge is to encourage the creation of a regenerative built environment. The challenge is an attempt to raise the bar for building standards from doing less harm to contributing positively to the environment.

Major Renovation and Retrofits are projects that involve major heating, ventilation and or air conditioning renovations, significant building envelope modifications, or major interior rehabilitations. A renovation or retrofit project triggers this policy if the overall project budget (including design, permitting, and construction) is over \$200,000.

Occupied Spaces are defined as a building that is intended for extended occupancy and is heated and/or cooled for occupant comfort. These spaces are predominantly used as office space, workspaces, recreation facilities, and public safety buildings.

Substantial Renovations are projects that involve major heating, ventilation and or air conditioning renovations, significant building envelope modifications, or major interior rehabilitations. A renovation or retrofit project triggers this policy if the overall project budget (including design, permitting, and construction) is over \$200,000.

Total Construction Budget is the cost to achieve the project scope of work as defined in the contract documents, drawings, and specifications. The total project costs only include project elements that are relevant to this policy (for example a park project would include building structures but not pools or turf fields). It includes trade permits and any additional code requirements. The cost is most often determined by an engineer or project manager.

Unoccupied Spaces are not intended for extended occupancy. They are additionally defined as having no heating and/or cooling capacity, though they may have some ventilation capacity and. These spaces

include warehouses, parking garages, park restrooms, storage areas, maintenance areas, and pump stations.

Zero Net Carbon Buildings are highly energy efficient buildings that produces on-site and/or procures - if on-site generation is not possible - enough carbon-free renewable energy to meet the annual demand of the building operations, or procure carbon-free energy to offset annual consumption.

Section 1: Environmental Performance Requirements for New Construction and Major Renovations

All new or substantially renovated, occupied City buildings over 20,000 square feet and/or with a total construction budget over \$1 Million will:

- A. Meet the design standards of a Zero Net Carbon building, where all energy required to operate the building, on an annual basis, is provided from renewable, zero emission, sources. Additionally, eliminate or offset any combustion-related greenhouse gas emissions. Projects unable to meet this requirement can apply to the Green Building Steering Committee to satisfy this requirement in part or in total by investing in the City Renewable Energy Investment Fund.
- B. Complete the City's Green Building Design and Construction Checklist, found in Appendix A or on the Facilities website. Projects must receive a minimum of 60 points from the checklist and meet all of the minimum requirements set forth by this policy.
 - a. Achieve a minimum of 20% energy savings beyond Title 24, Chapter 6 Energy Code Requirements.
 - b. Install all electric mechanical systems.
 - c. Meet or exceed current CALGreen plumbing fixture flow rates, utilizing WaterSense labeled fixtures where available.
 - d. Meet or exceed the City's current Landscape Design Standards for Water Conservation. New and renovated City facilities will be designed without the use of turf grass unless approved for recreational purposes.
 - e. Use recycled water for all approved uses if available.
 - f. Provide or lease no more than the minimum automobile parking required by code or as determined by the Green Steering Committee. In extraordinary circumstances, with written approval from the Green Building Steering Committee and with a commitment to implement an approved Transportation Demand Management plan, additional on-site parking above code minimum may be provided. Additional parking shall be limited to the minimum shown in a parking demand analysis approved by the Transportation Planning and Downtown Parking Division.

Extraordinary circumstances may include: visitors or employees arriving or departing from a site when there is no transit service within a quarter mile of the site, or where there is insufficient on-street parking within a quarter mile of the site to meet projected demand. City fleet vehicle parking is exempted from this requirement.

- g. Provide covered and secure bicycle parking for employees and visitors as well as shower and changing facilities to encourage the use of alternative and active modes of transportation to City buildings.
- h. Install electric vehicle charging stations in 8% of the installed parking spaces.
- i. Follow construction waste disposal and prevention guidelines in Section 3.

All new or substantially renovated, occupied City buildings 5,000 – 20,000 square feet and/or with a total construction budget of under \$1 Million will:

- A. Meet the design standards of a Zero Net Carbon building, where all energy required to operate the building, on an annual basis, is provided from renewable, zero emission, sources. Additionally, eliminate or offset any combustion-related greenhouse gas emissions. Projects unable to meet this requirement can apply to the Green Building Steering Committee to satisfy this requirement in part or in total by investing in the City Renewable Energy Investment Fund.
- B. Complete the City's Green Building Design and Construction Checklist, found in Appendix A or on the Facilities website. Projects must receive a minimum of 50 points from the checklist and meet all of the minimum requirements set forth by this policy including:
 - a. Achieve a minimum of 10% energy savings beyond Title 24, Chapter 6 Energy Code Requirements.
 - b. If mechanical systems are being replaced, replace with all electric mechanical systems.
 - c. Meet or exceed current CALGreen plumbing fixture flow rates, utilizing WaterSense labeled fixtures where available.
 - d. Meet or exceed the City's current Landscape Design Standards for Water Conservation. New and renovated City facilities will be designed without the use of turf grass unless approved for recreational purposes.
 - e. Use recycled water for all approved uses if available.
 - f. Provide or lease no more than the minimum automobile parking required by code. In extraordinary circumstances, with written approval from the Green Building Steering Committee and with a commitment to implement an approved Transportation Demand Management plan, additional on-site parking above code minimum may be provided. Additional parking shall be limited to the minimum shown in a parking demand analysis approved by the Parking and Transportation Division. Extraordinary circumstances may include: visitors or employees arriving or departing from a site when there is no transit service within a quarter mile of the site and there is insufficient on-street parking within a quarter mile of the site to meet projected demand. City fleet vehicle parking is exempted from this requirement.
 - g. Provide covered and secure bicycle parking for employees and visitors as well as shower and changing facilities to encourage the use of alternative and active modes of transportation to City buildings.
 - h. Install electric vehicle charging stations in 8% of the installed parking spaces.
 - i. Follow construction waste disposal and prevention guidelines in Section 3.

All new or substantially renovated or retrofitted, unoccupied City structures and facilities will:

- A. Select ENERGY STAR certified lighting and mechanical equipment to reduce energy use.
- B. Incorporate onsite renewable energy systems to offset at least the onsite energy demand and/or invest in the City Renewable Energy Fund.
- C. Meet or exceed current CALGreen plumbing fixture flow rates, utilizing WaterSense labeled fixtures where available.
- D. Meet or exceed the City's current Landscape Design Standards for Water Conservation. New and renovated City facilities will be designed without the use of turf grass unless approved for recreational purposes.
- E. Recycled water will be used for all approved uses if available.
- F. Provide or lease no more than the minimum automobile parking required by code. In extraordinary circumstances, with written approval from the Green Building Steering Committee and with a commitment to implement an approved Transportation Demand Management plan, additional on-site parking above code minimum may be provided. Additional parking shall be limited to the minimum shown in a parking demand analysis approved by the Parking and Transportation Division. Extraordinary circumstances may include: visitors or employees arriving or departing from a site when there is no transit service within a quarter mile of the site and there is insufficient on-street parking within a quarter mile of the site to meet projected demand. City fleet vehicle parking is exempted from this requirement.
- G. Follow construction waste disposal and prevention guidelines in Section 3.

Section 2: Environmental Performance Requirements for Existing Buildings, Tenant Improvements, and Leased Spaces.

- 2.1 All municipal building renovation and retrofit projects, to the degree feasible, will adopt the green building best practices in Appendix A
- 2.2 All improvements to occupied, City-owned, City-leased, or leased-out spaces will consider a systems approach. For example, a renovating project which significantly alters one component of a system (such as lighting or HVAC) will explore the full life-cycle cost of upgrading the entire system to align with the green building best practices (Appendix A) as part of the project.
- 2.3 For any instance where the result of a life-cycle cost analysis for an entire system upgrade is cost prohibitive, the project shall replace the system with a system that is 20% more energy efficient than Title 24, Chapter 6 Energy Code requirements.

Section 3: Construction Waste Prevention, Preservation, Restoration, Salvage, Reuse and Recycling

- 3.1 To meet the City's 75 Percent waste diversion goal, all construction and tenant improvement projects will employ the following waste management hierarchy throughout each project:

- A. Salvage and Reuse: Materials suitable for reuse will be reused on-site, transferred, sold, or donated.
- B. Recycle:
 - 1. Where project site space allows, projects will have separated, single stream recycling for metal, unpainted scrap drywall, wood, cardboard, land-clearing debris, and inert materials (asphalt, brick, concrete). Recycling containers or designated areas should be clearly labelled to indicate acceptable materials.
 - 2. Where project site space allows, projects will have separated organics recycling for all landscaping and greenwaste. Organics containers or designated areas should be clearly labelled to indicate acceptable materials.
 - 3. Where project space does not allow for separated, single stream recycling or organics recycling, applicable construction debris recyclables will be comingled for recycling. Comingled recyclables must be delivered to a facility that actively sorts comingled construction waste prior to disposal to achieve a minimum of 75% diversion.
- C. Landfill or Hazardous Waste Disposal: Construction waste not suitable for reuse or recycling will be disposed of according to applicable local laws.

Section 4: Historic Resources

4.1 Exterior changes to City-owned historic resources will follow City code regulations for properties that are designated historic landmarks or structures of merit or buildings and structures located in landmark districts.

4.2 Interior changes to designated City-owned historic resources are not subject to Historic Landmarks Commission review. However, impact of alterations to potentially character-defining historic features and materials will be considered, and the City's Urban Historian should be consulted for advice on how to minimize adverse impacts.

Section 5: Green Building Steering Committee

With the adoption of this policy, the City Council establishes the Green Building Steering Committee to oversee and assist in advancing the sustainable performance of City construction projects. The Green Building Steering Committee shall consist of at least one representative from each of the following City divisions: Water Resources Division, Energy & Climate Program, Planning Division, Building & Safety Division, and the Solid Waste Division. Additional divisions should be incorporated as deemed necessary by the Committee and the project scope.

The Green Building Steering Committee shall have the ability to grant exemptions and alternative pathways to policy conformance as well as to update the policy as needed.

Section 6: Training, Financing, Technical Assistance, Reporting, Policy Updates

6.1 The Energy and Climate Program, in conjunction with the City's General Services and Human Resources Divisions, will identify green building training opportunities for project managers and operations and maintenance staff. All appropriate project managers and operations and maintenance staff will pursue green building training.

6.2 The City will pursue federal, state, and local incentives to facilitate the implementation of the Green Building Policy when appropriate

6.3 Project managers can seek technical assistance and resources from Energy and Climate program staff whenever necessary to ensure the successful implementation of this policy.

6.4 The Energy and Climate Program will assist all City projects and project managers in meeting the requirements of this policy.

6.5 The Energy and Climate Program will track policy implementation annually and update the Green Building Policy every four years, or as needed. Progress updates will be included in the Energy and Climate Program's Annual Climate Report to Council.

6.6 The Energy and Climate Program will convene relevant division staff to share green building and operations and maintenance best practices that support implementation of this policy.

Section 7: Exemptions

7.1 Each department and office is responsible for incorporating this Green Building Policy into its projects, capital improvement plans, operations and maintenance, purchasing practices, and staff training. Projects that cannot meet the one, some or all of the policy requirements due to size, function, cost or building and zoning regulations may request exemptions from the Green Building Steering Committee, but will incorporate green building measures to the maximum extent possible. Projects will need to engage the Green Building Steering Committee to evaluate project limitations and review exemption requests.

7.2 Example Policy Exemption Scenarios

- A. Buildings under 5,000 square feet are exempt. Buildings of this size should still aim to meet the requirements of this policy wherever/however possible and should engage the Green Building Steering Committee during the design stage of the project to assess potential environmental elements.
- B. Buildings for which meeting the all of this policy's requirements will significantly reduce the effectiveness of the building's primary purpose.
- C. Historic resources with design considerations which limit the inclusion of green materials or building techniques.
- D. Projects for which meeting the all of this policy's requirements would increase costs such that the project is no longer financially feasible. In this case projects will be required to prove that the financial feasibility of the project is jeopardized by building to the LEED standard by providing detailed pro formas to the Green Building Steering Committee for review.
- E. No practical green alternative for the proposed tenant improvement project exists.
- F. Projects where scope is limited to addressing a single emergent issue (such as roof replacement).
- G. A building improvement is requested by a City tenant and the landlord deems the improvement reasonable in order to maintain a good relationship with the Tenant (Tenants should provide information as to why it cannot comply with the policy).

7.3 A project team can appeal Green Building Steering Committee decision to the Sustainability & Resilience Director.