

# 2013 CALGreen Checklist Residential Additions and Alterations

BPC-040

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**SCOPE:** *The provisions of this checklist apply to projects with an Increase in Conditioned Area, Volume or Size of existing low-rise residential buildings, including hotels, motels, lodging houses, dwellings, dormitories, condominiums, shelters, congregate residences, employee housing, factory-built housing and other types of dwellings with sleeping accommodations where the addition or alteration increases the building's conditioned area, volume, or size. The requirements shall apply only to and/or within the specific area of the addition or alteration. Detached "U" occupancy buildings and repairs to existing structures are not subject to the requirements of CALGreen. Existing site and landscaping improvements that are not otherwise disturbed are also not subject to the requirements of CALGreen.*

## APPENDIX A4

*(Revised per County of Sonoma Requirements – Based on 2013 CALGreen)*

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Project Description: \_\_\_\_\_

### Instructions:

1. For **Owner-Builder permits** – The Owner or the Owner's agent shall:
  - a. Complete the project information above.
  - b. Read this checklist and understand the project requirements.
  - c. Consult with a 3rd Party CALGreen Special Inspector or PRMD staff to determine if any mandatory CALGreen measures are not applicable to the project and mark accordingly in **Column 2** of the checklist. Provide an explanation for why each measure to be marked "N/A" is not applicable to the project.
  - d. Complete the CALGreen acknowledgement in Section 1 on the last page of the checklist.
  - e. Submit the entire form to PRMD along with the building permit application.
2. For **permits issued to Licensed Contractors** – The Owner and the Contractor shall:
  - a. Be sure that the project information above is completed.
  - b. Read this checklist and understand the project requirements.
  - c. Consult with a 3rd Party CALGreen Special Inspector or PRMD staff to determine if any mandatory CALGreen measures are not applicable to the project and mark accordingly in **Column 2** of the checklist. Provide an explanation for why each measure to be marked "N/A" is not applicable to the project.
  - d. Complete and sign (both Owner and Contractor or their authorized agents) the CALGreen acknowledgement in Section 1 on the last page of the checklist.
  - e. Be sure that the entire CALGreen Checklist is submitted to PRMD with the building permit application.

3. The PRMD plans examiner will complete **Column 3** of the checklist to determine who (PRMD Staff or 3rd Party CALGreen Special Inspector) will provide verification of each applicable CALGreen measure.
4. When determined necessary by PRMD staff and indicated in **Column 3** of the checklist, the Owner or Contractor shall employ a CALGreen Special Inspector, listed by Sonoma County PRMD, to perform CALGreen Special Inspector services.
5. In **Column 4**, PRMD staff will verify those measures checked in Column 3 of the checklist under the "County Staff" heading.
6. In **Column 4**, the 3rd Party CALGreen Special Inspector hired by the Owner will verify those measures checked in Column 3 of the checklist under the "3rd Party CALGreen Special Inspector" heading.
7. Prior to final inspection by PRMD, the CALGreen Special Inspector (if required) shall complete **Column 4** and sign and date the **Implementation Verification** section at the end of this checklist.

**NOTE:** The CALGreen Special Inspector shall not be the design professional or contractor for the project and shall not have a financial interest in the project for which services are being provided except for the cost of providing said services.

<p align="center"><b>Column 1</b> Feature or Measure</p>	<p align="center"><b>Column 2</b> Project Requirements <i>Must be incorporated into the project unless the measure is not applicable (N/A).</i></p>	<p align="center"><b>Column 3</b> Verification To Be Provided By:</p> <p align="center"><i>Completed by PRMD plan review staff during plan review.</i></p>		<p align="center"><b>Column 4</b> Compliance Verified</p> <p align="center"><i>Completed by verifier after measure has been completed.</i></p>
<p align="center"><i>See Chapter 4 of the 2013 California Green Building Code and Sonoma County Code for complete descriptions of features or measures listed here.</i></p>	<p align="center"><b>Mandatory Prerequisites</b></p>	<p align="center"><b>PRMD Staff</b> (if applicable) <input type="checkbox"/> All Measures</p>	<p align="center"><b>3rd party CALGreen Special Inspector</b> or (if applicable) <input type="checkbox"/> All Measures</p>	<p align="center"><b>3rd party CALGreen Special Inspector and/or PRMD Staff</b></p>
<p align="center"><b>4.1 PLANNING AND DESIGN</b></p>				
<p><b>SITE DEVELOPMENT</b></p>				
<p><b>4.106.2</b> A plan is developed and implemented to manage storm water during construction in accordance with requirements prescribed in Sonoma County Code Chapter 11A.</p>	<p align="center"><input checked="" type="checkbox"/> or <input type="checkbox"/> N/A</p>	<p align="center"><input checked="" type="checkbox"/></p>		<p align="center"><input type="checkbox"/></p>
<p><i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i></p>				

<b>4.106.3</b> Construction plans shall indicate how site grading or a drainage system will manage all surface water flows to keep water from entering buildings.	<input checked="" type="checkbox"/> or <input type="checkbox"/> N/A	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i>				
<b>4.106.4</b> For garage alterations, provide capability for electric vehicle charging in one- and two-family dwellings and in townhouses with attached private garages; and 3 percent of all parking spaces, as specified, for multi-family dwellings.	<input checked="" type="checkbox"/> or <input type="checkbox"/> N/A	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i>				
<b>4.2 ENERGY EFFICIENCY</b>				
<b>PERFORMANCE APPROACH</b>				
<b>4.201.1</b> Building meets or exceeds the requirements of the California Building Energy Efficiency Standards.	<input checked="" type="checkbox"/> or <input type="checkbox"/> N/A	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i>				
<b>4.3 WATER EFFICIENCY AND CONSERVATION</b>				
<b>INDOOR WATER USE</b>				
<b>4.303.1</b> Plumbing fixtures (water closets and urinals) and fittings (faucets and showerheads) installed in residential buildings shall comply with the prescriptive requirements of Sections 4.303.1.1 through 4.303.1.4.4.	<input checked="" type="checkbox"/> or <input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i>				
<b>4.303.2</b> Plumbing fixtures and fittings required in Section 4.303.1 shall be installed in accordance with the California Plumbing Code, and shall meet the applicable referenced standards.	<input checked="" type="checkbox"/> or <input type="checkbox"/> N/A	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i>				
<b>OUTDOOR WATER USE</b>				
<b>4.304.1</b> Automatic irrigation systems installed at the time of final inspection shall be weather- or soil-moisture based.	<input checked="" type="checkbox"/> or <input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i>				

**4.4  
MATERIAL CONSERVATION AND RESOURCE  
EFFICIENCY**

*All checked  
items are  
required*

*PRMD Plan Review  
staff determines who  
must verify the  
measures in Column 2*

*Complete  
prior to  
Final  
Inspection*

**ENHANCED DURABILITY AND REDUCED MAINTENANCE**

**4.406.1** Annular spaces around pipes, electric cables, conduits, or other openings in plates at exterior walls shall be protected against the passage of rodents by closing such openings with cement mortar, concrete masonry or similar method acceptable to the enforcing agency.

or  
 N/A

*Description of proposed measure(s) or explanation of why it is not applicable (N/A):*

**CONSTRUCTION WASTE REDUCTION, DISPOSAL, AND RECYCLING**

**4.408.1** Recycle and/or salvage for reuse a minimum of 50 percent of the nonhazardous construction and demolition waste in accordance with **one** of the following:

or  
 N/A

1. A construction waste management plan, per Section 4.408.2; or
2. A waste management company, per Section 4.408.3; or
3. The waste stream reduction alternative, per Section 4.408.4.
4. Documentation shall be provided to demonstrate compliance with one of the above listed compliance measures.

*Description of proposed measure(s) or explanation of why it is not applicable (N/A):*

**BUILDING MAINTENANCE AND OPERATION**

**4.410.1** An operation and maintenance manual shall be provided to the building occupant or owner.

or  
 N/A

*Description of proposed measure(s) or explanation of why it is not applicable (N/A):*

**4.5  
ENVIRONMENTAL QUALITY**

*All checked  
items are  
required*

*PRMD Plan Review  
staff determines who  
must verify the  
measures in Column  
2*

*Complete  
prior to  
Final  
Inspection*

**FIREPLACES**

**4.503.1** Install only a direct-vent sealed-combustion gas or sealed wood-burning fireplace, or a sealed woodstove meeting the requirements of [www.epa.gov/compliance/resources/publications/monitoring/caa/woodstoves/certifiedwood.pdf](http://www.epa.gov/compliance/resources/publications/monitoring/caa/woodstoves/certifiedwood.pdf).

or  
 N/A

*Description of proposed measure(s) or explanation of why it is not applicable (N/A):*

<b>POLLUTANT CONTROL</b>				
<b>4.504.1</b> Duct openings and other related air distribution component openings shall be covered during construction.	<input checked="" type="checkbox"/> or <input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i>				
<b>4.504.2.1</b> Adhesives, sealants and caulks shall be compliant with VOC and other toxic compound limits.	<input checked="" type="checkbox"/> or <input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i>				
<b>4.504.2.2</b> Paints, stains and other coatings shall be compliant with VOC limits.	<input checked="" type="checkbox"/> or <input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i>				
<b>4.504.2.3</b> Aerosol paints and other coatings shall be compliant with product weighted MIR Limits for ROC and other toxic compounds.	<input checked="" type="checkbox"/> or <input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i>				
<b>4.504.2.4</b> Documentation shall be provided to verify that compliant VOC limit finish materials have been used.	<input checked="" type="checkbox"/> or <input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i>				
<b>4.504.3</b> Carpet and carpet systems shall be compliant with VOC limits.	<input checked="" type="checkbox"/> or <input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i>				
<b>4.504.4</b> 80 percent of floor area receiving resilient flooring shall comply with the VOC-emission limits shall comply with the VOC-emission limits established in section 4.504.4.	<input checked="" type="checkbox"/> or <input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i>				
<b>4.504.5</b> Particleboard, medium density fiberboard (MDF), and hardwood plywood used in interior finish systems shall comply with low formaldehyde emission standards.	<input checked="" type="checkbox"/> or <input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i>				

INTERIOR MOISTURE CONTROL				
4.505.2 Vapor retarder and capillary break is installed at slab on grade foundations.	<input checked="" type="checkbox"/> or <input type="checkbox"/> N/A	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i>				
4.505.3 Moisture content of building materials used in wall and floor framing is checked before enclosure.	<input checked="" type="checkbox"/> or <input type="checkbox"/> N/A	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i>				
INDOOR AIR QUALITY AND EXHAUST				
4.506.1 Humidity controlled exhaust fans which terminate outside the building are provided in every bathroom unless otherwise a component of a whole house ventilation system.	<input checked="" type="checkbox"/> or <input type="checkbox"/> N/A	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i>				
ENVIRONMENTAL COMFORT				
4.507.2. Duct systems are sized and designed and equipment is selected using the following methods:  1. Establish heat loss and heat gain values according to ANSI/ACCA Manual J-2004 or equivalent. 2. Size duct systems according to ANSI/ACCA 1 Manual D - 2009 or equivalent. 3. Select heating and cooling equipment according to ANSI/ACCA 3 Manual S-2004 or equivalent.	<input checked="" type="checkbox"/> or <input type="checkbox"/> N/A	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<i>Description of proposed measure(s) or explanation of why it is not applicable (N/A):</i>				
INNOVATIVE CONCEPTS AND LOCAL ENVIRONMENTAL CONDITIONS				
Items necessary to address innovative concepts or local environmental conditions.				
Item 1:		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Item 2:		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Item 3:		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

# INSTALLER AND CALGreen SPECIAL INSPECTOR QUALIFICATIONS

*PRMD Plan Review  
staff determines who  
must verify the  
measures in Column  
2*

*Complete  
prior to  
Final  
Inspection*

## QUALIFICATIONS

**702.1** HVAC system installers are trained and certified in the proper installation of HVAC systems.

or  
 N/A

*Description of proposed measure(s) or explanation of why it is not applicable (N/A):*

**702.2** The CALGreen Special Inspector for this project is listed by the County of Sonoma as an approved CALGreen Special Inspector and is qualified and able to demonstrate competence in the discipline they inspect and verify.

or  
 N/A

*Description of proposed measure(s) or explanation of why it is not applicable (N/A):*

## VERIFICATIONS

**703.1** Verification of compliance with CALGreen may include construction documents, plans, specifications builder or installer certification, inspection reports, or other methods acceptable to the enforcing agency which show substantial conformance. Implementation verification shall be submitted to PRMD after implementation of all required measures and prior to final inspection approval.

# Green Building Acknowledgments

Project Address: \_\_\_\_\_

Project Description: \_\_\_\_\_

## Section 1 – Design Verification

Complete all lines of Section 1 – “Design Verification” and submit the completed checklist (Columns 1 and 2) with the plans and building permit application to PRMD.

The owner/owner’s agent, design professional, Sonoma County Plan’s Examiner and the Sonoma County approved CALGreen special inspector have reviewed the plans and certify that the items checked above are hereby incorporated into the project plans in accordance with the requirements set forth in the 2013 California Green Building Standards Code as amended by the Sonoma County Code.

Owner’s Signature \_\_\_\_\_ Date \_\_\_\_\_

Owner’s Name *(Please Print)* \_\_\_\_\_

Design Professional’s Signature \_\_\_\_\_ Date \_\_\_\_\_

Design Professional’s Name *(Please Print)* \_\_\_\_\_

Signature of Plans Examiner \_\_\_\_\_ Date \_\_\_\_\_

Check this box if the County-Listed CALGreen Special Inspector is yet to be determined. When this is the case, the owner or the owner’s agent is responsible for reviewing the plans for consistency with the CALGreen Checklist and contracting with an approved CALGreen Special Inspector prior to permit issuance.

Signature of County Listed CALGreen Special Inspector \_\_\_\_\_ Date \_\_\_\_\_

County Listed CALGreen Special Inspector’s Name *(Please Print)* \_\_\_\_\_ Phone \_\_\_\_\_

CALGreen Special Inspector’s E-mail Address \_\_\_\_\_ CALGreen Certification No. \_\_\_\_\_



# Green Building Acknowledgments

Project Address: \_\_\_\_\_

Project Description: \_\_\_\_\_

## Section 2 – Implementation Verification

*Complete, sign and submit the completed checklist, including Column 4, together with all original signatures in this Section 2 – “Implementation Verification” to PRMD prior to PRMD final inspection.*

I have inspected the work and have received sufficient documentation to verify and certify that the project identified above was constructed in accordance with this Green Building Checklist and in accordance with the requirements set forth in the 2013 California Green Building Standards Code as amended by Chapter 7 of the Sonoma County Code.

\_\_\_\_\_  
Signature of County Listed CALGreen Special Inspector

\_\_\_\_\_  
Date

\_\_\_\_\_  
CALGreen Special Inspector's Name *(Please Print)*

\_\_\_\_\_  
Phone *(if different than above)*

\_\_\_\_\_  
CALGreen Special Inspector's E-mail Address *(if different than above)*

\_\_\_\_\_  
CALGreen Certification No.