



Sustainable Building Program

“Sustainable development is development that meets the needs of the present without compromising the ability of future generations to meet their own needs.” -World Commission

www.coconino.az.gov/sustainablebuilding

Sustainable Building Program Home Retrofit Guidelines and Rating Worksheet

Submittal Date: _____ Final Date: _____

Point Rating: _____ Point Rating: _____

Owner:	Phone:
Project Name:	Project #
Site Address:	Parcel #
City, St.:	BD#
Builder:	Phone:
Architect/Designer:	Phone:

Use this rating worksheet as a guide to sustainable building and/or for tabulating points to certify projects for the Coconino County’s Sustainable Building Program (CCSBP). Please email CCSBP Manager at aacheson@coconino.az.gov or call (928) 679-8853 or with questions or for any additional information.

<u>Entry Level</u>	<u>Intermediate Level</u>	<u>Advanced Level</u>
By qualifying at the entry level you will be meeting the CCSBP’s baseline for sustainably responsible building.	The intermediate level is designed to achieve a higher level of environmental building performance.	At the advanced level, the building demonstrates exceptional environmental commitment.
Accumulate a total of 100 points from the rating worksheet.	Accumulate a total of 200 points from the rating worksheet.	Accumulate a total of 300 points from the rating worksheet.

A project which qualifies for any level of certification may earn a Net Zero Energy Distinction if the project meets the Net Zero Energy requirements. This distinction will appear on the project plaque received upon completion of the program. Please see the Net Zero requirements on page 5. Projects must meet all prerequisites to achieve any level of certification.

<u>Summary of Rating Categories</u>	
1 Community and Site	4 Materials and Resource Use
2 Water Efficiency and Use	5 Indoor Environmental Quality
3 Energy Efficiency and Use	6 Innovation and Education

	Prerequisites for the Coconino County Sustainable Building Program	Project Adherence	Verification Phase	Owner's Manual
0.01	Building is placed on previously developed land.		FC	NA
0.02	Project meets the requirements of International Energy Conservation Code as currently adopted by governing jurisdiction.		PR, II, R, F	NA
0.03	If there is a heating system thermostat, it must be a programmable/set-back thermostat. <i>A set back thermostat regulates the heating/cooling system to provide optimum comfort when the house is occupied and to conserve energy when it is not.</i>		FC	Y
0.04	Water heater timer is installed on tanked electric water heaters. <i>Water heater timers save money by producing hot water in the utility companies' off peak energy hours.</i>		PRA, FC	Y
0.05	The first five feet of exposed hot water lines are insulated to min R-3.6 in unconditioned spaces (e.g. 1/2" foam insulation over 1/2" - 3/4" pipe.) <i>Insulating hot water lines conserves energy by reducing source to fixture heat loss through supply piping.</i>		PR, or II	NA
0.06	Home manual and owner education provided. <i>A homeowner will benefit from knowing how to operate and maintain their own home. To see the list of requirements, please visit the Sustainable Building Program website.</i>		FC	Y
0.07	Home owner agrees to provide Coconino County with copies of all utility bills for a period of two years to assess the performance of the home. (If home renovated for purpose of resale, this item can be negotiated.) <i>Designing and building a structure is the first step in sustainable building; the remaining steps come in the operations, maintenance, and performance of the structure. By measuring a homes performance, we can constantly educate ourselves on what may improve.</i>		FC	NA
0.08	Install water banks in all existing toilet tanks. <i>Toilet banks fill space in toilet tanks, limiting the amount of water able to fill the tank, thus decreasing the amount of water used per flush. While making a toilet more efficient, toilet banks will not limit the performance of the toilet.</i>		FC	Y
0.09	All tropical woods used in the project must be FSC or SFI Certified. <i>Currently, there is no international or national certification that can guarantee in a reliable manner that imported tropical wood is legally and sustainably logged. Many European countries have banned tropical wood imports altogether.</i>		PRA, FC	Y
0.10	Carbon monoxide (CO) detectors installed per manufacturer's recommendations. At minimum, there is one per floor: 1 detector is within 15 feet of each sleeping area = 4 points. For extra points (2 more points): Place one approximately 15 feet or so from doors to attached garages and from non-sealed combustion appliances. <i>Carbon monoxide detectors warn against high levels of carbon monoxide, a poisonous gas produced as a by-product when fossil fuels are burned. For a resource on CO detectors, please visit the Sustainable Building Program website.</i>		FC	Y
0.11	All projects that include the construction of an addition are required to implement an erosion control plan, including topsoil preservation, and must leave a minimum 40% of the lot undisturbed. <i>Erosion control prevents soil loss and water pollution by keeping soil on site and preventing it from flowing off site with storm water runoff. For specific guidelines, please visit the Sustainable Building Program website.</i>		PRA, I, FC	Y
0.12	Turf (lawn) area is <400 sf. <i>Larger turf areas often require large amounts of water for irrigation. Smaller turf areas promote water efficiency.</i>		PR, FC	NA

Worksheet Items for Credit			Potential Points	Project Points	Verification Phase	Owner's Manual
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1-Community and Site						
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Site	1.01	Any new additions are built with minimum impact on natural vegetation, site topography, and natural drainage ways. <i>Materials and machinery should be placed, manipulated, and stored onsite having the least amount of impact on natural features such as drainage, vegetation, and unique topographical elements.</i>	4		PRA, FC	NA
	1.02	Walkways, driveways, and patios are replaced with permeable materials (50% = 4 points, 90% = 8 points) or a landscape plan is implemented to channel runoff from impermeable features to vegetated areas (landscape plan = 8). <i>Permeable materials and vegetated areas allow rainwater to drain into the groundwater system rather than leave the property as runoff. For more information, please visit the Sustainable Building Program Website</i>	8		PRA, FC	Y
	1.03	Wildfire protection plan implemented when no fire hydrants available, or build where fire hydrants are available. (www.coconino.az.gov/uploadedFiles/Public_Works/CWPPFull.pdf). <i>Wildfire protection plans can help reduce homeowners' insurance costs.</i>	4		PRA, FC	NA
	1.04	No chemical pesticides (includes termite pretreatment) are used on site. <i>Avoiding the use of chemical pesticides prevents groundwater or runoff contamination, and potential indoor air toxicity. For more information, please visit the Sustainable Building Program website.</i>	2		PRA, FC	NA
	1.05	No chemical herbicides are used on site. <i>Avoiding the use of chemical herbicides prevents ground water or runoff contamination, and potential indoor air toxicity. For more information, please visit the Sustainable Building Program website.</i>	2		PRA, FC	NA
	1.06	Outdoor living space is included (patios, porches, etc). <i>Use of outdoor living areas reduces conditioned built space without reducing livability.</i>	4		PR, FC	NA
	1.07	Intentional aesthetic enhancement credit: Points are awarded based on 1.Composition and expression 2.Craftsmanship and 3.Response and association with place and context. (Maximum of 6 points per committee review.) <i>For aesthetic guidelines, please visit the Sustainable Building Program website.</i>	6		FC	NA

			<i>Total for Community & Site (1)</i>	30			
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2-Water Use and Efficiency							
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Appliances/ Fixtures	2.01	Washing machines meet the Energy Star Wash Factor requirement, 6 gallons per cubic foot of washer size, for a normal wash cycle (www.energystar.gov). If washer isn't ready to be replaced, wastewater can be diverted for graywater. <i>The wash factor is the water in gallons used per wash cycle divided by the washer's capacity in cubic feet.</i>	8		FC	Y
	2.02	Dishwasher uses 6 gallons or less for normal wash cycle (from www.snwa.com). <i>Standard dishwashers use between 9 and 15 gallons per cycle, so the water saving is significant.</i>	8		FC	Y
	2.03	Faucets are low flow at <2.0 gpm (gallons per minute). (3 points for 50% and 6 points for 100%). An aerator can be installed on the faucet to achieve this. <i>Installing an aerator is more sustainable than unnecessarily replacing an entire faucet.</i>	6		FC	Y
	2.04	Faucets are low flow at <1.7 gpm (gallons per minute). (3 points for 50% and 6 points for 100%.) Points are in addition to 2.03. An aerator can be installed on the faucet to achieve this. <i>Installing an aerator is more sustainable than unnecessarily replacing an entire faucet.</i>	6		FC	Y
	2.05	Showerheads are low flow at <2.0 gpm (gallons per minute). (3 points for 50% and 6 points for 100%)	6		FC	Y
	2.06	Showerheads are low flow at <1.7 gpm (gallons per minute). (3 points for 50% and 6 points for 100!) Points are in addition to 2.05.	6		FC	Y
	2.07	100% of toilets are either low-flow toilets (1.3 gallons or less/flush - high efficiency), dual control flush toilets, or composting type toilets. <i>Low flow toilets conserve water, which, in Arizona, is an especially valuable resource.</i>	10		PRA, FC	Y
Efficient Design	2.08	Point of entry water or point of use water purification system meets ANSI/NSF standards (does not include reverse osmosis systems). <i>Point of entry/use water purification systems using filters will provide healthier drinking water for the home.</i>	2		FC	Y
	2.09	High efficiency hot water system is installed. (6 points for 90% efficiency, 3 points for 80% efficiency)	12		PRA, FC	Y
	2.10	Rainwater collection and storage system is installed for use on site. (No distribution system installed.) (www.harvestingrainwater.com) <i>Rainwater collection systems use the roof to collect and divert rainwater through downspouts, into a filter and store it in a cistern. When necessary, the stored rainwater is pumped to the surface for domestic use.</i>	6		FC	Y

Efficient Design	2.11	Rainwater collection system with on-site distribution to vegetation is installed (i. e. gutters, scuppers, downspouts, retention areas, irrigation lines, etc.). Credit awarded is in addition to 2.10. <i>Rainfall that lands on the landscape can be diverted naturally to plants via contoured slopes and berms. Plants needing relatively more water are placed to collect more runoff. Basins can be built around particular plants to collect water and allow it to percolate slowly through the soil.</i>	12		FC	Y
	2.12	Rainwater collection system is installed with collection, storage, and treatment for domestic water use in house. Credit awarded is in addition to 2.10 and 2.11. <i>Properly treated rainwater can supply all domestic uses. For information on code requirements, please visit the Sustainable Building Program website.</i>	12		FC	Y
Exterior Strategies	2.13	Graywater irrigation system is installed from point of use to local area outside. <i>A graywater irrigation system can produce 1,650 gallons of water per week in the average 4-person family. This is enough water to support 900 square feet of lawn, several mature shade or fruit trees, and 15 large shrubs; making it a high water conservation device.</i>	8		PR, FC	Y
Efficient Design	2.14	Plumbing drainage capability to eliminate the need to keep house heated in winter during periods of vacancy. <i>Homeowners with plumbing drainage capability save money and energy by not having to maintain a minimum temperature to prevent pipes from freezing while away for long periods of time.</i>	6		PR, FC	Y
	2.15	Hot water lines are fully insulated to min. R-3.6 throughout entire house, including conditioned spaces (including trunk lines, branch lines, joints, elbows, and lines installed under slab). <i>Insulated hot water lines conserve energy by reducing source to fixture heat loss through supply piping.</i>	6		PR, II	NA
Exterior Strategies	2.16	Landscape is Xeriscape (100% of landscaped areas) excluding vegetable/fruit gardens. (www.rainwaterharvesting.org) <i>Xeriscape is landscaping that conserves water and protects the environment. Important considerations in creating a xeriscape landscape include planning, soil types, appropriate plant selection, efficient irrigation, mulch use,, and maintenance.</i>	6		FC	NA
	2.17	Turf (lawn) area is minimized. (15-points for zero, 10-points for <200 sf) <i>Lawns require more water and maintenance than any other type of landscaping plants. The elimination of lawns can conserve a great deal of water, as well as conserving energy that would be used for maintenance.</i>	15		FC	NA
		<i>Total for Water Use & Efficiency (2)</i>	135			

3-Energy Use and Efficiency						
Passive Efficiency	3.01	South glass has proper overhang or other shading feature to afford both summer shading and winter sun. <i>Exterior shading devices help to reduce the level of radiation that migrates into the building, thus reducing thermal heat gain in the summer. When the sun is low in the south during the cold winter months, the sun will heat the building.</i>	6		PR, FC	NA
	3.02	Exterior shading devices, screens, or landscaping for windows on the west side of the building, or no west windows installed. <i>Exterior shading serves to block solar radiation in order to reduce heat gain, glare, and localized overheating. A shaded window that allows air circulation between the shading device and the glass will greatly reduce solar heat gain. The lower the shading coefficient, the better the performance.</i>	2		FC	Y
	3.03	Air lock vestibule is used to minimize heat loss at main entrance(s). <i>Also known as foyers and mudrooms, these rooms reduce the loss of conditioned air out of the house.</i>	4		PR, FC	NA
Passive Efficiency/ Performance	3.04	Home is designed for passive solar winter heating using solar heat gain analysis: 9-points for 50% heating demand, 18-points for 75% heating demand <i>For a user-friendly analysis tool and more information, please visit the Sustainable Building Program website.</i>	18		FC	Y
Renewable	3.05	Clean renewable energy system installed: solar electric (photovoltaic) power system and/or a wind power system. Points are awarded based on percentage of the project's energy needs met: 4 points for every 10% of energy needs met; a maximum of 40 points is awarded for 100%. <i>Homeowners meeting their needs with renewable energy are greatly reducing their carbon footprint; this furthers the effort to strive towards net-zero energy use.</i>	40		PR, R, F	Y
	3.06	Pre-wiring or plumbing to allow for easy installation of future renewable energy systems. Wiring for PV-10 points, Plumbing for solar thermal- 10 points; 20 points accumulative <i>Photovoltaic powered exterior lighting systems provide simple outdoor lighting with no utility costs.</i>	20		FC	Y
	3.07	Solar electric (photovoltaic) lighting constitutes at least 50% of landscape/site exterior lighting. <i>Photovoltaic powered exterior lighting systems provide simple outdoor lighting with no utility costs.</i>	4		FC	Y
Appliances	3.08	Solar water heating system installed is certified by the Solar Rating Certification Council. (7 points for meeting 50% of annual hot water needs, 14 points for meeting 80%) <i>Solar water heating is the most economical way to heat water using the sun's free energy.</i>	14		PR, FC	Y

Appliances	3.09	Appliances that are not built-in are Energy Star rated. (4 points for 100%, 2 points for 50%) <i>Energy star products reduce energy and water consumption, as well as occupant utility bills.</i>	4		FC	Y
	3.10	Smart wiring system installed for lighting control and telecommunications.	2		PR,FC	Y
	3.11	Electric dryer is retrofitted for gas dryer stub-out. <i>Gas dryers are more efficient than electric, thus conserving energy. The provision of a gas dryer stub-out allows for the occupant to explore this technology.</i>	8		PR, F	NA
	3.12	Passive clothes drying system is installed. <i>This method is cost-effective because of its use of free and abundant solar energy. An outdoor clothesline can be thoughtfully designed into any outdoor living/landscape area. An interior drying rack in the laundry area can be an effective alternative. Dryers are the second or third biggest consumers of energy among home appliances.</i>	8		FC	NA
Lighting	3.13	At least 75% of interior light fixtures are non-incandescent (compact or tubular fluorescent, LEDs, etc.) or are Energy Star certified. <i>Compact fluorescents use 75% to 80% less energy than standard incandescent fixtures and last 8 to 15 times longer; LEDs and neon are also more efficient and last for decades.</i>	4		PR, FC	Y
	3.14	100% of incandescent lights are on solid-state dimmer switches. <i>Dimmer switches allow users to reduce the light output as desired, thus reducing energy consumption.</i>	2		PR, FC	NA
Insulation	3.15	Wall assemblies are rated at a minimum R-21 earns 4 points; wall assemblies with a min R-24 earns 8 points, anything over R-24 earns 12 points. <i>R-value measures thermal resistance or the insulation quality of a material. Better insulations with higher R-values greatly lower heating/cooling costs, and consequently, energy needs.</i>	12		PR, R	NA
	3.16	Ceiling assembly is rated to at a minimum R-41 earns 4 points, R-45 earns 8 points, anything over R-49 earns 12 points. <i>Walls/ceilings with higher insulation values will reduce thermal migration and keep cooling/heating costs lower.</i>	12		PR, R	NA
	3.17	Attic access from conditioned space is sealed and insulated or attic is conditioned space. <i>The attic access is like a window to the attic and needs to be sealed properly to prevent conditioned air from leaking into the unconditioned attic space.</i>	2		PR, R	NA
	3.18	All exterior opaque doors are insulated to R-5 for 3 points or to R10 for 6 points. <i>Doors with higher insulation values reduce thermal migration, therefore saving energy.</i>	6		PR, FC	Y
	3.19	Garage door(s) for heated/conditioned garages is insulated to minimum R-10. <i>Doors with higher insulation values reduce thermal migration, therefore saving energy.</i>	4		PR, FC	Y

Insulation	3.20	All metal framed windows and doors have a thermal break in both frame and sash or no metal framed windows. <i>Metal has high heat transfer properties and is effective at transferring heat out of the house. Some new metal windows and doors have been cut in half and a new material with low heat transmittance properties is sandwiched in the middle to prevent the escape of heat from the house.</i>	6		PR, FC	Y
	3.21	All new windows have a U-Factor of 0.35 for 6 points or a U-Factor of 0.30 for 12 points. <i>Windows can be a large source of heat loss. The better the U-Factor, the better they will keep heat in your house.</i>	12		PR, FC	Y
Heating/ Cooling	3.22	Stack and/or cross ventilation capacity exists for seasonal cooling. (Paths are not greater than 40 ft.) <i>Using natural breezes to cool the house lessens or eliminates the need for mechanical cooling and saves energy.</i>	8		PR, FC	NA
	3.23	No AC unit is installed.	4		PR, FC	NA
	3.24	Heat recovery ventilator or air-to-air heat exchanger is installed. <i>These units exchange the inside air with outside air to remove indoor air pollutants, and exchange energy from outgoing cool air to incoming hot air which reduces utility costs. Air exchange is important for retrofits that seal the building envelope. Proper ventilation ensures healthy indoor air quality.</i>	18		PR, FC	Y
	3.25	Non-load bearing walls between living spaces are removed to create an open floor plan (Amount of credit awarded determined by committee evaluation). <i>Open floor plans allow for better airflow between areas of a house and promote daylighting as well as passive solar heating.</i>	8		PR, FC	NA
	3.26	All bathroom exhaust fans are wired with light, occupant sensor, or on a timer.	2		PR, FC	NA
Performance	3.27	Post retrofit performance testing completed. <i>A blower door test confirms the energy efficiency of the building envelope showing a tight house and a minimal loss of conditioned air through leakage.</i>	10		FC	Y
Other Programs	3.28	Project is also participating in another energy certification program (i.e. NAHB/ ANSI National Green Building Standard, Energy Star or LEED)	2		FC	Y
			<i>Total for Energy Use & Efficiency (3)</i>	242		

4-Materials and Resource Use						
Design	4.01	Credit will be awarded for designs with extra consideration for durability and resilience to weather damage from these elements: freeze-thaw cycles, moisture, temperature extremes, and UV radiation exposure. (Amount of credit awarded determined by committee evaluation.)	8		PR, FC	NA

Construction	4.02	Removed stumps and tree limbs are ground for mulch for use on site or used for heating needs.	4		I	NA
	4.03	Construction waste reduction / reuse plan written and followed (e.g. recycle wood, cardboard, drywall, foam, metal, concrete, masonry, asphalt). (4 pts for 50% of waste recycled/reused and 8 pts for 90% of waste recycled/reused.)	8		I, FC	Y
	4.04	Donate excess materials to a non-profit building organization. (Restore, Eric's Building Supply, etc)	4		FC	Y
	4.05	Composting system is installed in yard (made on site or manufactured).	4		FC	Y
Materials	4.06	Use of durable finishes (i.e. warranty or life expectancy of 40+ years) The finish must comprise 90% of total finish used in each category: roofing (4 pts), siding (4 pts), and flooring (4 pts).	12		PR, FC	Y
	4.07	Regional materials: materials used are extracted and manufactured within 500 miles of site. (3 points for each material - see chart for requirements) <i>For reference chart, please visit the Sustainable Building Program website.</i>	24		PR, FC	Y
	4.08	Recycled, recyclable, salvaged, and/or rapidly renewable materials are used. (3 points for each material - see chart for requirements) <i>For reference chart, please visit the Sustainable Building Program website.</i>	24		PR, FC	Y
	4.09	FSC or SFI Certified wood products are used. (4 points for each material - see chart for requirements) <i>For reference chart, please visit the Sustainable Building Program website.</i>	20		PR, FC	Y
		<i>Total for Materials & Resource Use (4)</i>	108			

5-Indoor Environmental Quality						
Ventilation	5.01	Ventilation strategy is implemented to ensure healthy outside air exchange. Home is designed and constructed for ventilation conforming to ASHRAE Standard 62.2-2007. <i>A properly installed ventilation system will rid the house of pollutants and VOCs, providing a healthier living space. To view ASHRAE Standard 62.2-2007, please see http://www.ashrae.org/technology/page/548</i>	12		PR, FC	NA
	5.02	Project has detached garage, no garage, or an exhaust fan in garage on a timer and/or wired to door opener on attached garage (Balance the exhaust / intake air with transfer grill to outside). <i>A detached garage will separate and prevent toxic fumes from entering the home. Having the garage door wired to an exhaust fan will remove toxic automobile emissions from the garage, preventing them from leaking into the home.</i>	6		PR, FC	NA
	5.03	Test for radon. <i>Radon can be present in older homes. Sealing the building envelope where radon is present may pose a health risk to inhabitants. Identifying the existence of radon will help create a more appropriate ventilation plan.</i>	4		PR, FC	Y

Ventilation	5.04	No HVAC air handling equipment is in the garage.	6		PR,FC	NA
Appliances	5.05	Central vacuum system installed. <i>Venting the vacuum to outside prevents the release of small particles back into the home improving indoor air quality.</i>	2		PR, FC	Y
	5.06	100% of fireplaces and woodstoves are sealed-combustion. Also, this credit is awarded for pellet stoves or no fireplaces or woodstoves. <i>Sealed-combustion fireplaces involve a type of double-walled special vent supplied by the manufacturer that normally vents through a sidewall in a horizontal position. The inner surface removes the flue gases and the outer container provides for passage of combustion air. This type of fireplace does not negatively affect indoor air quality, nor energy loss in conditioned spaces.</i>	4		PR, FC	Y
Materials	5.07	Low-VOC materials are used: floor coverings, adhesives, sealants, paints and finishes. (3-points for each type used, max 15-points) (See chart for requirements.) <i>Low toxic interior finish products reduce off-gassing of VOCs and other toxic substances, which improves indoor air quality.</i>	15		PR, FC	Y
	5.08	Zero VOC materials are used: flooring, adhesives, sealants, paints and finishes. (4-points for each type used, max 20-points) (See chart for requirements.) <i>Interior paints and finishes with no VOCs will reduce their negative effect on indoor air quality.</i>	20		PR, FC	Y
	5.09	Formaldehyde-free materials are used: sheeting, sub-floors, cabinets, etc. or sealing is done to prevent fumes from escaping from materials with formaldehyde. (3-points for each type used, max 8-points) (See chart for requirements.) <i>Cabinets made from formaldehyde free particleboard or MDF eliminate the Volatile Organic Compounds [VOC] that off-gas into the home, resulting in healthier indoor air quality.</i>	12		PR, FC	Y
	5.10	Formaldehyde-free fiberglass insulation is used for building envelope insulation. <i>Formaldehyde-free fiberglass insulation eliminate Volatile Organic Compounds [VOC] that off-gas into the building enclosure during the course of construction, increasing indoor air quality and decreasing adverse effects to workman and occupant health.</i>	2		PR, R	Y
Comfort	5.11	Day-lighting strategy is implemented in all conditioned rooms, except storage areas. <i>Letting natural light into the house will save energy by avoiding the use of artificial lighting during the daylight hours.</i>	2		PR, FC	NA
	5.12	All exhaust fans rated for 1.0 sone (noise rating) or less. <i>Fans with a low noise level will reduce noise pollution.</i>	2		FC	Y
	5.13	Intentional aesthetic enhancement credit: Points are awarded based on 1.Composition and expression 2.Craftsmanship and 3.Response and association with place and context. (Maximum of 6 points per committee review; can include private outdoor living spaces.) <i>For aesthetic guidelines, please visit the Sustainable Building Program website.</i>	6		FC	NA

Each of the line items contains more than just a description of the item. You will also see the item number, the number of possible points that can be earned, the stage at which verification of the item shall take place, and an indication if the item must be in the homeowner's manual. Both the "Verification Stage" column and the "Homeowner's Manual" column warrant a bit of explanation, since we are using abbreviations to express what we mean in this columns.

For the "Homeowner's Manual" column, there is a 'Y' for yes, meaning the support documentation for this item must be retained for the manual or an 'NA' meaning it is not applicable or not required that documentation is retained.

For the "Verification Stage" column, we have created a legend for the abbreviations used in this column:

PR=Plan Review PRA=Plan Review Attachment I=Initial Visit (Committee) R=Rough Inspection (Trades) II=Insulation Inspection F=Final Inspection (Trades) FC=Final Committee Inspection

The amount of inspections may seem intimidating at first, but most coincide with the usual building inspections with some added involvement of some CCSBP Committees members as well. Contact the CCSBP Manager for any questions on what is required at inspections or on how they shall occur.

The Steps for Project Certification

1. An over-the-counter initial meeting where the builder obtains information about the program including the application and checklist. If desired by the builder/designer, there is also the option of pre-submitting plans for an initial review and then meeting to go over any suggestions the CCSBP might have.
2. Once the application and checklist are returned to the CCSBP, the builder obtains a yard sign designating their project as part of the Sustainable Building Program.
3. As part of compliance with the program the builder is asked to keep a "homeowner's manual. In this manual they need to save any product/appliance/material specs, any system information-solar/rainwater/graywater, they are asked to take pictures of key installation steps- insulation/systems/Trombe walls/anything that will be covered but needs to be verified.
4. The builder is asked to keep the program up to date on their progress and to schedule times for the program to visit/inspect their progress with their checklist elements.
5. After the project meets all code requirements, they contact the CCSBP to schedule a checklist cross-check inspection. The builder needs to be present with their plans and homeowner's manual at the time of the inspection. Once the project is evaluated with the checklist and meets at least the minimum requirements, the CCSBP awards the builder and their project at a public event and they receive our Sustainable Building Award plaque. The builder posts this plaque on their home/building.

The Benefits of Project Enrollment in the Free Sustainable Building Award Program

Value By receiving the CCSBP Sustainable Building Award, a project is identified as reaching a level of sustainability that meets national, local and regional requirements. The Program encourages people to build homes that use fewer resources like energy and water, have a smaller carbon footprint, have better indoor air quality, and require less maintenance than homes that don't meet CCSBP certification requirements. Home owners can expect increased comfort, satisfaction, and re-sale values.

Support and Resources Obtain ideas and resources for project design and sustainable building approaches. Acquire assistance with permitting/code compliance questions, and information on available tax incentives and rebates. Use the CCSBP resource directory to find local providers and suppliers for sustainable building products and practices.

Project Recognition Receive recognition through press releases, articles and announcements. Projects are identified as a CCSBP Sustainable Building Project with a yard sign posted at the construction site. Sustainable Building Award Plaques are given at a public award ceremony either on Earth Day (April) or at the Sustainable Living Fair (September). Every enrolled project is invited to participate as a destination on two local tours, The Solar and Wind Energy Tour (October) or the Sustainable Home & Building Tour (May).

Be a Role Model Your building can be a tool for teaching others about conservation, local history and regional characteristics, as well as energy and water efficiency, sustainable design, recycling, renewable energy and much more! Be a part of the solution!

The Net Zero Energy Distinction

At any level of certification, a home can earn an additional distinction of being Net Zero Energy. This distinction will appear on the project plaque received upon completion of the program. There are many definitions for what is generally called a Net Zero Energy Building or a Zero Energy Building. The distinction in the CCSBP is focused on building operation. Basically, after the building is built, the homeowner can expect to live in a building that has zero net energy consumption and zero carbon emissions annually.

The National Association for Home Builders describes a Zero Energy Building as one that “combines high levels of energy efficiency with renewable energy systems to annually return as much energy to the utility as it takes from the utility, resulting in a net-zero energy consumption for the home.”