

## FINAL CERTIFICATION & REPORT

Once all the project data has been collected, a final checklist is completed and the certification level is determined. A report is also generated showing the main sustainable features of the home. The information in this report is captured in the County's permitting database so it will be available to realtors and appraisers should you choose to sell the home. Incentives are also identified for the homeowner.

## RECOGNITION

A key part of the mission of Coconino County is to protect and enhance environmental quality and conserve natural resources. We take great pride in recognizing the efforts of building designers, contractors and owners who contribute to improving the sustainability of our community. Certified projects are highlighted on social media throughout the construction process and in the County's annual Report to the Citizens. Homeowners are also presented with a plaque at an annual recognition event.



## SUSTAINABLE BUILDING TOUR!

Projects certified through the Sustainable Building Certification Program are invited to participate as a tour location in the annual Sustainable Building Tour! The tour is a major outreach and educational event for our Program, giving community members an opportunity to see sustainable buildings first-hand. Projects that have gone through the certification program become tools for teaching others about sustainable building methodology and inspire others to build in this way.

The tour is hosted as part of Flagstaff's Festival of Science and the ASES Solar Home Tour near the end of September/early October every year.



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## Sustainable Building Certification Process



 **COCONINO**  
COUNTY ARIZONA  
COMMUNITY DEVELOPMENT



## Why participate?

Certifying your home through the Sustainable Building Program provides many benefits to you and the community. Through certification you can:

- Improve your home's comfort and efficiency
- Reduce your utility bills
- Receive community recognition
- Increase the value of your home
- Be a community model
- Receive fast-track for building and wastewater permits for qualifying projects

## Program Process:

1. Application and fast-track review
2. Initial consultation (optional)
3. Construction Documentation
4. Final verification and report
5. Recognition
6. Tour participation (optional)

## INITIAL CONSULTATION (OPTIONAL)

A great time to meet with SBP staff is during the design phase of the project, before plans have been submitted. Initial consultations include a discussion of project goals and identification of opportunities and resources to meet those goals.

## APPLICATION & FAST TRACK REVIEW

All Community Development applications are now accepted through the Online Portal Center including for Sustainable Building Certification.

To apply, click on this image at the Community Development website or the Online Applications page of the Sustainable Building Program website.



For further information on specifics of applying through the portal see the SBP Submittal Requirements in the Documents section of the Online Portal.

Upon receipt of the application, SBP will conduct a preliminary review of the project for fast-track qualification and contact the applicant about next steps.

For projects that have not yet had an initial consultation, participants will be invited to meet to discuss goals and identify opportunities for improving sustainability.

## CONSTRUCTION DOCUMENTATION

The next stage of the process is the verification of sustainable features throughout construction. All project aspects receiving points in the checklist must be verified, either in person, through site visits with CCSBP staff, or through documentation such as video, photos, insulation certificates, window stickers, etc.

The following are the typical verification stages:

- Initial site
- Stem wall insulation/slab insulation
- Wall/Lid/(floor) insulation and air barrier
- Final

All site visits, with the exception of the final, are eligible for video or photo documentation. Please see guidance documents for further details on the information that should be included at each stage, and how to upload documentation in the portal.

At the final site visit, each item on the checklist is evaluated and verified, with the exception of those that have been previously documented.

