COMMUNITY DEVELOPMENT DEPARTMENT

330 West 20th Avenue
San Mateo, CA 94403
www.cityofsanmateo.org

# CALGREEN: RESIDENTIAL BUILDING PLAN SUBMITTAL CHECKLIST

*New residential buildings shall be designed to include the green building mandatory measures specified in this checklist. This checklist shall also be applied to additions or alterations of existing residential buildings where the addition or alteration increases the buildings conditioned area, volume, or size. The requirements shall apply only to the specific area of the addition or alteration.*

PROJECT TYPE ☐ New Single Family or Duplex ☐ New multifamily Building ☐ New ADU
☐ Alteration/Addition ☐ Other:_____

ADDRESS: _____

| Feature or Measure<br>(For full details of the code requirements see the 2025 California Green Building Standard Code [CGBSC]) | Yes or N/A<br>Plan Reference |
|---|---|
| **PLANNING AND DESIGN** | |
| **SITE DEVELOPMENT (CGBSC 4.106)** | |
| **Storm water pollution control (CGBSC 4.106.2 & 4.106.3).** A plan has been developed and will be implemented to manage storm water drainage during construction.<br>**Note:** Refer to the State Water Resource Control Board for project which disturb one acre or more of soil or are part of a larger common plan of development which in total disturbs one acre or more of soil. | |
| **Grading and Paving (CGBSC 4.106.3).** Construction plans to indicate how site grading and drainage system will manage all water flows to keep water from entering buildings. Exception: Alterations and additions not altering the drainage path. | |
| **Electric Vehicle (EV) Charging for New Construction (CGBSC 4.106.4):** New construction must include electric vehicle (EV) charging in compliance with CGBSC Section 4.106.4.1 or 4.106.4.2 and meet California Electrical Code requirements.<br><br>**Exceptions**: may be granted case-by-case basis by the local enforcing agency when EV charging is not feasible due to inadequate utility power, excessive utility infrastructure costs, or for ADUs and JADUs that do not add parking.<br>• **New Single Family, Duplex, and Townhouse (CGBSC 4.106.4.1):** For new single-family, duplex, and townhouse, install electric vehicle charging wiring and panels.<br>• **New Multifamily Dwelling, Hotel and Motels and New Residential Parking Facilities (CGBSC 4.106.4.2):** For New multifamily dwellings, hotels, motels, and residential parking facilities must provide EV-capable parking when parking is included per CGBSC 4.106.4.2.2. Required EV parking space counts are rounded up to the nearest whole number, and EV charging spaces may count as standard parking spaces toward local minimum parking requirements. See vehicle Code Section 22511.2 for further details.<br>• **Electric Vehicle (EV) Charging for Additions and Alterations of Parking Facilities Serving Existing Multifamily Buildings, Hotels and Motels (CGBSC 4.106.4.3):** When parking lots are modified or new spaces are added and a building permit is required, each new or altered parking space must be equipped with access to a Level 2 EV charging outlet or charger—unless the builder/designer proves it's infeasible and the local authority agrees.<br>• **Exception:** This does not apply if the work only involves installing 120-volt outlets for Level 1 EV charging.<br>• **Bicycle Parking (CGBSC 4.106.4.4):** Bicycle Parking Bicycle parking shall comply with Sections 4.106.4.4.1 through 4.106.4.4.3. | |

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| **WATER EFFICIENCY AND CONSERVATION** | |
| **INDOOR WATER USE (CGBSC 4.303)** | |
| **Water conserving plumbing fixtures**. Plumbing fixtures (Water closets and urinals) shall comply with the following:<br>1. The effective flush volume of all water closets shall not exceed 1.28 gal/flush (CGBSC 4.303.1.1).<br>2. The effective flush volume of wall-mounted urinals shall not exceed 0.125 gal/flush. The effective flush volume for all other urinals shall not exceed 0.5 gal/flush (CGBSC 4.303.1.2). | |
| **Water conserving plumbing fittings**. Fittings (faucets and showerheads) have all required standards listed on plans and are in accordance to CGBSC 4.303.1.3 and CGBSC 4.303.1.4. | |
| **OUTDOOR WATER USE (CGBSC 4.304)** | |
| **Scope.** The provisions of Section 4.304 reference the mandatory Model Water Efficiency Landscape Ordinance (MWELO) contained within Chapter 2.7, Division 2, Title 23 of the California Code of Regulations per CGBSC 4.304.1 as amended in SMMC Chapter 23.72. | |
| **MATERIAL CONSERVATION AND RESOURCE EFFICIENCY** | |
| **ENHANCED DURABILITY AND REDUCED MAINTENANCE (CGBSC 4.406)** | |
| **Rodent Proofing.** Annular spaces around pipes, electric cables, conduits or other openings in sole/bottom plates at exterior walls shall be rodent proofed by closing such openings with cement mortar, concrete masonry, or similar method acceptable to the enforcing agency per CGBSC 4.406.1. | |
| **CONSTRUCTION WASTE REDUCTION, DISPOSAL, AND RECYCLING (CGBSC 4.408)** | |
| **Construction waste management.** Recycle and/or salvage for reuse a minimum of 65% of the nonhazardous construction and demolition waste per CGBSC 4.408.1 | |
| **BUILDING MAINTENANCE AND OPERATION (CGBSC 4.410)** | |
| **Operation and maintenance manual.** An operation and maintenance manual will be provided to the building occupant or owner per CGBSC 4.410.1. | |
| **Recycling by occupants.** Where 5 or more multifamily dwelling units are constructed on a single site, provide readily accessible collection areas that serve all buildings on the site for depositing, storage and collection of non-hazardous recyclables (including paper, corrugated cardboard, glass, plastics, organic waste, and metals) or meet a lawfully enacted local recycling ordinance, if more restrictive per CGBSC 4.410.2. | |
| **ENVIRONMENTAL QUALITY** | |
| **FIREPLACES (CGBSC 4.503)** | |
| **Fireplaces.** Any installed gas fireplace shall be a direct-vent sealed-combustion type per CGBSC 4.503.1 | |
| **Woodstoves.** Any wood stove or pellet stove shall comply with US EPA New Source Performance Standards emission limits per CGBSC 4.503.1. Woodstoves shall also comply with applicable Bay Area Quality Management District (BAAQMD) requirements. | |
| **POLLUTANT CONTROL (CGBSC 4.504)** | |
| **Duct and mechanical systems protection.** At the time of rough installation, during storage on the construction site and until final startup of the heating, cooling and ventilating equipment, all duct and other related air distribution components openings shall be covered with tape, plastic, sheet metals, or other methods acceptable to the enforcing agency to reduce the amount of water, dust or debris, which may enter the system per CGBSC 4.504.1. | |
| **Finish material pollutant control.** Finish materials shall comply with Sections 4.504.2.1 through 4.504.5.1. | |
| **Adhesives, sealants and caulks.** Adhesives, sealants and caulks used on the project shall be compliant with VOC and toxic compound limits given in CGBSC 4.504.2.1. | |
| **Paints and coatings.** Paints, stains and coatings shall comply with VOC limits per CGBSC 4.504.2.2. | |
| **Aerosol paints and coatings.** Aerosol paints and coatings shall meet the product-weighted MIR limits for ROC and other toxic compounds per requirements given in CGBSC 4.504.2.3. | |
| **Verification.** Documentation shall be provided, at the request of the Building Division, to verify that VOC limit finish materials have been used per CGBSC 4.504.2.4. | |
| **Carpet systems.** All carpet installed in the building interior shall meet the testing and product requirement for VOC limits per CGBSC 4.504.3. Carpet cushion and adhesive also must comply. | |
| **Resilient flooring systems.** 80% of floor area receiving resilient floor shall comply with specified VOC limits per CGBSC 4.504.4. | |

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| **Composite wood products.** Hardwood plywood, particleboard and medium density fiberboard composite wood products used on the interior or exterior of the building shall comply with the low formaldehyde emission standards per CGBSC 4.504.5.<br>**Documentation.** Verification of compliance with this section shall be provided at the request of the enforcing agency. | |
| **INTERIOR MOISTURE CONTROL (4.505)** | |
| **Concrete slab foundations.** A capillary break shall be installed if a slab on grade foundation system is used. The use of a 4" thick base of ½" or larger clean aggregate under a 6-mil vapor retarder with joint lapped not less than 6" , other equivalent methods approved by the enforcing agency or a slab design by a licensed design professional be provided per CGBSC 4.505.2. | |
| **Moisture content of building materials.** Building materials with visible signs of water damage shall not be installed. Wall and floor framing shall not be enclosed when the framing members exceed 19% moisture content. Moisture content shall be checked prior to finish material being applied per CGBSC 4.505.3. | |
| **INDOOR AIR QUALITY AND EXHAUST (CGBSC 4.506)** | |
| **Bathroom exhaust fans.** Each bathroom shall be provided with the following per CGBSC 4.506.1<br>1. ENERGY STAR fans ducted to terminate outside the building.<br>2. Fans must be controlled by a humidity control (separate or built-in); OR functioning as a component of a whole-house ventilation system.<br>Humidity controls with manual or automatic means of adjustment, capable adjustment between a relative humidity range of ≤ 50 percent to a maximum of 80 percent. | |
| **ENVIRONMENTAL COMFORT (CGBSC 4.507)** | |
| **Heating and air conditioning.** Heating and air-conditioning system shall be sized, designed and have their equipment selected using the following methods:<br>1. Heat Loss/Heat Gain values in accordance with ANSI/ACCA 2 Manual J-2011 or equivalent;<br>2. Duct systems are sized according to ANSI/ACCA 1, Manual D-2014 or equivalent;<br>Select heating and cooling equipment in accordance with ANSI/ACCA 3, Manual S-2014 or equivalent. | |
| **INSTALLER AND SPECIAL INSPECTOR QUALIFICATIONS** | |
| **HVAC INSTALLER QUALIFICATION (CGBSC 702)** | |
| **HVAC installer training.** HVAC system installers shall be trained and certified in the proper installation of HVAC systems and equipment by a recognized training or certification program per CGBSC 702.1. | |
| **VERIFICATION (CGBSC 703)** | |
| **Compliance documentation.** Upon request, verification of compliance with this code may include construction documents, plans, specifications, builder or installer certification, inspection reports, or other methods acceptable to the building department which will show substantial conformance. | |

| **Responsible Designer's Declaration Statement** | |
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| I hereby certify that this project has been designed to meet the requirements of the 2022 California Green Building Standards Code with local green building reach code amendments. | |
| Name: | Company: |
| Signature: | Address: |
| Date: | City/St/Zip |