

GS4: San Francisco Green Building Submittal Form for Non-Residential Alteration Projects

Green Building Submittal (GS) Forms are part of DBI Administrative Bulletin 093 - Implementation of Green Building Regulations.
For supporting resources, visit: sf.gov/departments--department-building-inspection - See: *Administrative Bulletins in the SF Building Code.*

INSTRUCTIONS:

- For each applicable requirement, indicate evidence of fulfillment in the References column. For items that are not applicable, indicate "N/A".
- Fill out the project information in the Verification box at the right.
Submittal must be a minimum of 24" x 36".

MARK WHICH SCOPES ARE INCLUDED IN THIS SUBMITTAL →

					NON-RESIDENTIAL ALTERATION			REFERENCES		VERIFICATION
					A,B,E,F,H,L,I,M,S,U alteration \$200,000 or greater					
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			PROJECT NAME
					ARCHITECTURE	MECHANICAL	PLUMBING	DRAWING OR SPECIFICATION # (If not applicable, indicate "N/A".)		BLOCK/LOT
TITLE	SOURCE OF REQUIREMENT	RELEVANT TO INTERIOR-ONLY SCOPES?	DESCRIPTION OF REQUIREMENT							
MATERIAL EMISSIONS	LOW-EMITTING MATERIALS	CALGreen 5.504.4.1-6	Interior	Use products that comply with the emission limit requirements of 5.504.4.1-6 for adhesives, sealants, paints, coatings, carpet systems including cushions and adhesives, resilient flooring (80% of area), and composite wood products.	•					ADDRESS
WATER	INDOOR WATER USE REDUCTION	CALGreen 5.303.3, SF Building Code ch.13A	Interior	Meet flush/flow requirements for: toilets (1.28gpf); urinals (0.125gpf wall, 0.5gpf floor); showerheads (2.0gpm); lavatories (1.2gpm private, 0.5gpm public/common); kitchen faucets (1.8gpm); wash fountains (1.8gpm); metering faucets (0.2gpc); food waste disposers (1gpm/8gpm). Large non-residential interiors projects must upgrade all non-compliant fixtures per SF Building Code ch.13A.			•			PRIMARY OCCUPANCY
	WATER-EFFICIENT IRRIGATION	Administrative Code ch.63	Exterior	New construction projects with aggregated landscape area ≥500 sq.ft., or existing projects with modified landscape area ≥1,000 sq.ft., shall use low water use plants or climate appropriate plants, restrict turf areas and comply with Model Water Efficient Landscape Ordinance restrictions by calculated ETAF ≤.45 or by prescriptive compliance for projects with ≤2,500 sq.ft. of landscape area.			•			GROSS BUILDING AREA
	WATER METERING	CALGreen 5.303.1	Interior	Provide submeters for spaces projected to consume >1,000gal/day (or >100gal/day in buildings >50,000 sq.ft).			•			Green Building Compliance Professional of Record for Architectural Measures <i>I have been retained by the project sponsor to verify that approved construction documents and construction fulfill the requirements of San Francisco Green Building Code. It is my professional opinion that the requirements of the San Francisco Green Building Code will be met. I will notify the Department of Building Inspection if the project will, for any reason, not substantially comply with these requirements, or if I am no longer the Green Building Compliance Professional of Record for the project.</i>
ENERGY	ALL-ELECTRIC CONSTRUCTION	SFBC 106A.1.17	Interior	For permits filed July 1, 2026 or later, Major Renovations to existing buildings (as defined by San Francisco Building Code Section 202) must be all-electric, with no gas piping systems or infrastructure. Where natural gas may be permitted per Administrative Bulletin 112, comply with Design Guidelines for Public Safety and Electric Ready Construction, installing wiring, electrical infrastructure, ventilation where applicable, and providing space for future conversion of all mixed-fuel loads to all-electric. Cooking equipment for commercial food facilities is exempt. See Administrative Bulletin 112 for details.	Major Renovations only	Major Renovations only	Major Renovations only			
	ENERGY EFFICIENCY	CA Energy Code	Interior	Comply with all provisions of the 2025 California Energy Standards.		•				
	COMMISSIONING	CALGreen 5.410.4	Interior	All new HVAC equipment must be tested and adjusted.		•				
PARKING	BICYCLE PARKING	CALGreen 5.106.4, Planning Code sec.155.1-2	Varies	For short-term visitors, provide permanent bicycle racks within 200 feet of visitor's entrance for 20% of peak daily visitors (minimum of one rack with capacity for two bicycles). In addition, provide secure bicycle parking for 10% of tenant-occupants (either covered & lockable enclosure or lockable room with permanently anchored racks, or permanent bicycle lockers). Or meet SF Planning Code sec.155.1-2, whichever is greater.	if >10 stalls added					NAME
	ELECTRIC VEHICLE CHARGING: ADDITIONS OR ALTERATIONS	CalGreen 5.106.5.4 (all sections) AND EITHER SFGBC Table 5.106.5.3.1 or CalGreen Table 5.106.5.3.6-EVCS	Interior	EVSE shall be installed when EITHER: Construction scope increases power supply to an electric service panel and the parking facility is undergoing an addition or alteration; or a new photovoltaic system is installed covering parking spaces; OR Building additions of 1,000 sq ft or greater and/or alterations with \$200,000 permit valuation or greater and the scope of work includes an increase in power supply to an electric service panel. Install Level 2 EV Charging Stations and EV Capable spaces. See SF Green Building Code Table 5.106.5.3.1 for minimum quantities of EVSE based on the total number of spaces added or altered. (For office and retail, requires EVSE in approx.23% of total spaces and raceway to additional 7% of spaces. For other uses, requires EVSE in approx 15% of total spaces and raceway to additional 15% of spaces.)	if applicable					FIRM
RESOURCE RECOVERY	RECYCLING BY OCCUPANTS	SF Building Code 106A.3.3, CalGreen 5.410.1, AB-088	Interior	Provide adequate space and equal access for storage, collection, and loading of compostable, recyclable and landfill materials. For help estimating adequate space for collection by hauler, see supporting materials including a design guide and calculator at: www.sfenvironment.org/refusecalculator .	•					LICENSED PROFESSIONAL (sign & date)
	CONSTRUCTION & DEMOLITION (C&D) DISCARDS MANAGEMENT	SFGBC 4.103.2.3 & 5.103.1.3.1, CalGreen 5.408, Environment Code ch.14, SF Building Code ch.13B	Interior	100% of mixed debris must be taken by a Permitted Transporter to a Registered Facility for recycling and recovery. Complete Material Reduction and Recovery Plan and demonstrate minimum 65% recovery rate. Plan must include verification of proper disposal of universal waste. For more information, see Information Sheet GB-02, or contact 415-355-3799 / debrisrecovery@sfgov.org .	•					AFFIX STAMP BELOW:
HVAC	REFRIGERANT MANAGEMENT	CALGreen 5.508.1	Interior	Use no halons or CFCs in HVAC.		•				Green Building Compliance Professional of Record for Mechanical and/or Plumbing Measures <i>I have been retained by the project sponsor to verify that approved construction documents and construction fulfill the requirements of San Francisco Green Building Code. It is my professional opinion that the requirements of the San Francisco Green Building Code will be met. I will notify the Department of Building Inspection if the project will, for any reason, not substantially comply with these requirements, or if I am no longer the Green Building Compliance Professional of Record for the project.</i>
GOOD NEIGHBOR	LIGHT POLLUTION REDUCTION	CA Energy Code, CALGreen 5.106.8	Exterior	Comply with CA Energy Code for Lighting Zones 1-4. Comply with 5.106.8 for Backlight/Uplight/Glare.	•					
	BIRD-SAFE BUILDINGS	Planning Code sec.139	Exterior	Glass facades and bird hazards facing and/or near Urban Bird Refuges may need to treat their glass for opacity.	•					
	TOBACCO SMOKE CONTROL	CALGreen 5.504.7	Exterior	Prohibit smoking within 25 feet of building entries, air intakes, and operable windows.	•					
POLLUTION PREVENTION	STORMWATER CONTROL PLAN	Public Works Code art.4.2 sec.147	Exterior	Projects disturbing ≥5,000 sq.ft. in combined or separate sewer areas, or replacing ≥2,500 impervious sq.ft. in separate sewer area, must implement a Stormwater Control Plan meeting SFPUC Stormwater Management Requirements. Visit www.sfpuc.gov for details.	if project extends outside envelope					NAME
	CONSTRUCTION SITE RUNOFF	Public Works Code art.4.2 sec.146	Exterior	Provide a construction site Stormwater Pollution Prevention Plan and implement SFPUC Best Management Practices. Visit www.sfpuc.gov for details.	if project extends outside envelope					FIRM
INDOOR ENVIRONMENTAL QUALITY	ACOUSTICAL CONTROL	CALGreen 5.507.4.1-3	Envelope	Comply with sound transmission limits (STC-50 exteriors near freeways/airports; STC-45 exteriors if 65db Leq at any time; STC-40 interior walls/floor-ceilings between tenants).	•					ARCHITECTURAL OR ENGINEERING LICENSE
	AIR FILTRATION (CONSTRUCTION)	CALGreen 5.504.1-3	Interior	Seal permanent HVAC ducts/equipment stored onsite before installation.		•				LICENSED PROFESSIONAL (sign & date)
	AIR FILTRATION (OPERATIONS)	CALGreen 5.504.5.3	Interior	Provide MERV-13 filters on HVAC for regularly occupied, actively ventilated spaces.		•				AFFIX STAMP BELOW:

FOR YOUR INFORMATION: INDOOR WATER EFFICIENCY - Fixtures must not exceed CALGreen 5.303 maximum flow rates

FIXTURE TYPE	MAXIMUM FIXTURE FLOW RATE
Showerheads?	1.8 gpm @ 80 psi
Lavatory Faucets: non-residential	0.5 gpm @ 60 psi
Kitchen Faucets	1.8 gpm @ 60 psi default
Wash Fountains	1.8 gpm / 20 [rim space (inches) @ 60 psi]
Metering Faucets	.20 gallons per cycle
Metering Faucets: wash fountains	.20 gallons per cycle / 20 [rim space (inches) @ 60 psi]
Tank-type water closets	1.28 gallons / flush ¹ and EPA WaterSense Certified
Flushometer valve water closets	1.28 gallons / flush ¹
Urinals	Wall mount: 0.125 gallons / flush Floor mount: 0.5 gallons / flush

NOTES:

- For dual flush toilets, effective flush volume is defined as the composite, average flush volume of two reduced flushes and one full flush. The referenced standard is ASME A112.19.14 and USEPA WaterSense Tank-Type High Efficiency Toilet Specification – 1.28 gal (4.8L)
- The combined flow rate of all showerheads in one shower stall shall not exceed the maximum flow rate for one showerhead, or the shower shall be designed to allow only one showerhead to be in operation at a time (CALGreen 5.303.2.1)

Water Efficiency of Existing Non-Compliant Fixtures

All fixtures that are not compliant with the San Francisco Commercial Water Conservation Ordinance that serve or are located within the project area must be replaced with fixtures or fittings meeting the maximum flow rates at left and standards referenced above. For more information, see the [Commercial Water Conservation Program Information at SFPUC.org](https://www.sfpuc.org).

NON-COMPLIANT PLUMBING FIXTURES INCLUDE:

- Any toilet manufactured to use more than 1.6 gallons/flush
- Any urinal manufactured to use more than 1 gallon/flush
- Any showerhead manufactured to have a flow capacity of more than 2.5 gpm
- Any interior faucet that emits more than 2.2 gpm

Exceptions to this requirement are limited to situations where replacement of fixture(s) would detract from the historic integrity of the building, as determined by the Department of Building Inspection pursuant to San Francisco Building Code Chapter 13A.