

**PLANNING AND DEVELOPMENT SERVICES – BUILDING INSPECTION****INSPECTION GUIDELINES:
GREEN BUILDING – NON-RESIDENTIAL FINAL INSPECTION****INSPECTION CODE:** 153**SCOPE:** NON-RESIDENTIAL**APPLICABLE CODES:** 2019 CBC, CRC, CPC, CMC, CEC, CALGreen, CEnC, and PAMC

The information provided in this document is general and intended as a guide only. Each project is unique and additional requirements may be enforced as deemed appropriate.

NON-RESIDENTIAL PROJECTS

- The Green Building Final, Inspection 153, is required for all projects that triggered Mandatory, Tier 1, or Tier 2 requirements during the plan review process. For information regarding these triggers, please see the “Green Building Special Inspectors and Project Triggers” inspection checklist.
- This inspection shall take place prior to Building Final (Inspection 101).

CALGREEN MANDATORY PROJECTS**ITEMS OF DISCUSSION DURING GREEN BUILDING FINAL INSPECTION**

- During the Green Building Incremental Verification Inspection, the general contractor and the City of Palo Alto (CPA) Building Inspector shall:
 - Verify compliance of the project requirements identified as “Y” in the “GB-1” sheet and the “Green Building GB-1 Sheet Submittals” checklist.
 - All submittals, photos, and other documents shall be assembled in preparation for this inspection in a 3-ring binder and an USB drive (which shall be labeled with the permit number and given to the Building Inspector if the inspection is approved).
 - A digital copy of the Green Building Binder is also accepted in lieu of a physical binder.
 - The City has instructions for submitting digital plans and documents. Please visit the [Online Permitting Services webpage](https://www.cityofpaloalto.org/Departments/Planning-Development-Services/Development-Services/Online-Permit-Services-OPS) for more details:
<https://www.cityofpaloalto.org/Departments/Planning-Development-Services/Development-Services/Online-Permit-Services-OPS>
 - The general contractor shall highlight all applicable requirements on the submittals, photos, and other documents that were assembled in the 3-ring binder.

(See the pages that follow for Required Items at Time of Inspection)

REQUIRED ITEMS DURING CALGREEN MANDATORY INSPECTION

The items that follow shall be complete at the time when Inspection 153 is scheduled to ensure that the CPA Building Inspector signs off the inspection card.

- Any items not completed at time of Inspection 152
- Bicycle parking
- Short term bicycle parking
- Long term bicycle parking
- Parking stall markings
- Designated parking for clean air vehicles
- Grading and paving
- Meters
- Excess consumption
- Indoor water use
- Commercial kitchen equipment
- Food waster disposes
- Indoor water use
- Outdoor water use
- Invasive species prohibited
- Non-residential enhanced water budget
- Weather protection
- Moisture control
- Construction waste management
- Waste management company
- Documentation: Construction waste
- Universal waste
- Excavated soil and land clearing debris
- Enhanced construction waste reduction
- Recycling by occupants
- Testing and adjusting
- O&M Manuals
- Inspection and reports
- Performance reviews
- Fireplaces
- Woodstoves
- Adhesives, sealants, and caulks
- Paints and coatings
- Carpet systems
- Composite wood products
- Resilient flooring systems
- Filters
- Environmental tobacco smoke (ETS) control
- Indoor moisture control
- Indoor Air Quality Manage Plan
- Exterior noise transmission (ongoing from Inspection 151)
- Interior sound transmission (ongoing from Inspection 151)
- Chlorofluorocarbons (ongoing from Inspection 152)
- Halons (ongoing from Inspection 152)
- Supermarket (ongoing from Inspection 152)
- Refrigerant piping
- Pressure testing
- Evacuation

(See the pages that follow for CALGreen Tier 1 and Tier 2 Projects)

CALGREEN TIER 1 AND TIER 2 PROJECTS

GENERAL INFORMATION

- For Tier 1 and Tier 2 projects, the contractor shall coordinate the Green Building Pre-Construction Meeting with the general contractor, Green Building Special Inspector (GBSI), and the City of Palo Alto Building Inspector. The GBSI shall be physically present and shall lead the meeting.
- This inspection shall take place prior to Building Final (Inspection 101).

ITEMS OF DISCUSSION DURING GREEN BUILDING PRE-CONSTRUCTION MEETING

- During the Green Building Pre-Construction inspection, the general contractor, the GBSI and the City of Palo Alto (CPA) Building Inspector shall:
 - Review the “GB-1” sheet in the approved set of plans and the “Green Building GB-1 Sheet Submittals” checklist.
 - Review submittals, photos, and other documents assembled in the 3-ring binder and USB drive in preparation for this inspection.
 - Go over how to address corrections.

REQUIRED ITEMS DURING CALGREEN TIER 1 AND TIER 2 INSPECTION

- The items that follow shall be complete at the time when Inspection 153 is scheduled to ensure that the CPA Building Inspector signs off the inspection card.
- Tier 1 Projects:
 - Any items not completed at time of Inspection 152
 - Bicycle parking
 - Short term parking
 - Long term parking
 - Parking stall markings
 - Designated parking – 10%
 - Light pollution reduction
 - Grading and paving
 - Cool roof for reduction of heat island effect
 - Storm water runoff rate and quantity
 - Storm water runoff quality
 - Changing rooms
 - Parking capacity
 - Exterior wall shading
 - Heat island effect: Hardscape alternatives (ongoing from Inspection 152)
 - Energy Reach Code
 - Meters
 - Excess consumption
 - Water reduction – 12%
 - Indoor water use
 - Commercial kitchen equipment
 - Food waste disposers
 - Invasive species prohibited
 - Non-residential enhanced water budget
 - Water reduction – 25%
 - Appliances and fixtures for commercial application
 - Nonwater supplied urinals
 - Outdoor water use
 - Nonpotable water systems
 - Irrigation system
 - Weather protection
 - Moisture control
 - Construction waste management/Waste management company
 - Documentation
 - Universal waste
 - Excavated soil and land clearing debris
 - Enhances construction waste reduction – 80%
 - Recycling by occupants
 - Testing and adjusting
 - O&M Manual
 - Inspections and reports
 - Performance reviews

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- Indoor water use
 - Outdoor potable water use in landscape areas
 - Materials and system assemblies
 - Substitution of prescriptive standards
 - Verification of compliance
 - Fireplaces
 - Adhesives, sealants, and caulks
 - Paints and coatings
 - Verification, for paints and coatings
 - Carpet systems
 - Composite wood systems
 - Verification of compliance, for resilient flooring systems
 - Resilient flooring system – 90%
 - Thermal insulation
 - ETS
 - Indoor moisture control
 - Indoor Air Quality Management Plan
 - Exterior noise control (ongoing from Inspection 152)
 - Interior sound control (ongoing from Inspection 152)
 - CFCs (ongoing from Inspection 152)
 - Halons (ongoing from Inspection 152)
 - Supermarket (ongoing from Inspection 152)
 - Refrigerant piping
 - Pressure testing
 - Evacuation after pressure testing
 - IAQ postconstruction
 - Noncompliant building areas
 - Composite wood products: No added formaldehyde
 - Entryway systems
 - Acoustical ceilings and wall panels
 - Isolation of pollutant sources
 - Lighting and thermal controls (ongoing from Inspection 152)
 - Daylight: Toplighting and sidelighting
 - Views
 - HCFCs (ongoing from Inspection 152)
 - HFCs (ongoing from Inspection 152)
 - Life cycle assessment
 - Whole building life cycle assessment

Tier 2 Projects:

(In addition to any items shown under Tier 1 Projects)

- Any items not completed at time of Inspection 152
- Designated parking – 12%
- Electric vehicle charging for non-residential structures
- Energy Reach Code – Refer to the energy sheets on the approved plans.
- Water reduction – 20%
- Recycled water supply systems
- Weather protection
- Commissioning
- Functional performance testing
- Documentation and Training
- Resilient flooring system – 100%
- Thermal Insulation – No added formaldehyde
- IAQ Testing
- Maximum levels of contaminants
- Test protocols
- Hazardous particulates and chemical pollutants
- Entryway systems (to control pollutants)
- Isolation of pollutant sources (to control pollutants)