

green building program standard of sustainable excellence

(VOLUNTARY FOR PROJECTS OF ANY SIZE)

Incentives

Projects are eligible for priority processing services within the Department of City Planning and expedited services within the Bureau of Engineering. The Department of Building and Safety provides priority plan check processing and Priority Service Planning is offered by the Department of Water and Power.

The following information refers **only** to the Department of City Planning procedure.

Subject Projects

The Standard of Sustainable Excellence establishes an incentive program for projects that register with the United States Green Building Council's (USGBC) Leadership in Energy and Environmental Design® (LEED) program, contract with a LEED Accredited Professional (LEED AP), and demonstrate how the project will achieve LEED certification at a Silver level or higher. For more information about LEED, please visit www.usgbc.org.

LEED

LEED is comprised of various Rating Systems designed by the USGBC that establish green development standards. The existing Rating Systems include: New Construction (NC), Existing Buildings (EB), Commercial Interiors (CI), Core and Shell (CS) and Homes. Rating Systems in pilot include: Retail, Healthcare, Neighborhood Development and Homes for Multifamily.

Each Rating System has its own Checklist. Projects must attain the minimum number of points required to meet LEED at the Silver level. Applicants may select the Rating System best suited to their project, including the ones still in pilot phase. The various LEED Checklists can be obtained at www.usgbc.org. A project shall be evaluated based upon the version in effect on the date that the project registered with the USGBC.

obtaining priority processing

When filing a case at the planning counter, the applicant will check the "LEED Silver" box on the Master Land Use Permit Application in the Project Description section. The applicant must also attach the following documents to the application:

1. **LEED Checklist:** The project's preliminary LEED Checklist that demonstrates that the number of points the project intends to pursue will make it eligible to obtain LEED Silver Certification or higher.
2. **Declaration:** A signed declaration from the Owner(s), Architect of Record and LEED AP asserting that the project has been registered with the USGBC, will be designed and constructed to meet the LEED standard for Silver or higher and will obtain formal certification. The declaration (CP-4040) is a Planning Department General Form that can be accessed online at <http://cityplanning.lacity.org>
3. **USGBC Registration and Paid Invoice:** Documentation that the project has registered with the USGBC and that the required fees have been paid to the USGBC.

standard of sustainable excellence clearance procedure

Submit Plans to Department of Building & Safety (DBS)



Department of City Planning (DCP) Clearance:

The DCP will need to issue a green building clearance in order for projects to receive a building permit. Applicants may obtain the clearance at the Site Plan Review Office located on the 6th Floor of 200 N. Spring Street, Los Angeles, or on the 4th Floor of 6262 Van Nuys Boulevard, Van Nuys. Appointments are required for both offices, and can be made by calling 213-978-1219 (Downtown) or 818-374-9923 (Valley). In order to obtain clearance, the following materials must be provided:

1. **LEED Checklist** - The project's LEED Checklist that demonstrates that the project attains the Silver level or higher.
2. **Declaration** - A signed declaration from the Owner(s), Architect of Record and LEED AP asserting that the project has been designed and will be constructed to meet LEED at the Silver level or higher, and will obtain formal Certification from the USGBC. The declaration (CP-4039) is a Planning Department General Form that can be accessed online at <http://cityplanning.lacity.org>.
3. **Stamped and Signed Drawings/Plans** - A complete set of plans stamped and signed by a licensed architect or engineer that has the LEED Checklist and declaration copied onto the first page. Each applicable plan sheet must be signed by the LEED AP verifying that the plans are consistent with the submitted checklist. The drawings/plans may be subject to audit.
4. **Filing Fee** - The fee set forth in Section 19.01 Y.

Exemption: At the time of the clearance request, projects that demonstrate that they have received confirmation from the USGBC that each of the project's Design Review credits has been designated as "Anticipated" shall be exempt from the aforementioned audit and fee.



Permit Issuance by DBS

(DBS will require clearance from DCP prior to issuing the building permit)



Following construction of the building and within 30 days of receipt of the LEED certification, a copy of the LEED certificate shall be submitted to the Site Plan Review Office.