CITY OF PALO ALTO

PLANNING AND DEVELOPMENT SERVICES – BUILDING INSPECTION

INSPECTION GUIDELINES:
GREEN BUILDING – NON-RESIDENTIAL PRE-CONSTRUCTION MEETING

INSPECTION CODE: 151

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 Pre-Construction Meeting, Inspection 151, 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.

CALGREEN MANDATORY PROJECTS

ITEMS OF DISCUSSION DURING GREEN BUILDING PRE-CONSTRUCTION MEETING

☐ During the Green Building Pre-Construction inspection, the general contractor and the City of Palo Alto (CPA) Building Inspector shall:
   o Review the "GB-1" sheet in the approved set of plans and the "Green Building GB-1 Sheet Submittals" checklist.
   o Provide an overview of the requirements applicable to the project and confirm if the project triggered only Mandatory requirements. If it found that the project triggers Tier 1 requirements, a revision will be required (refer to the "Green Building Common Errors" inspection checklist for information on how to get a revision).
   o Review the Green Building inspection checklist, sequence of inspections, and discuss compliance expectations throughout construction.
   o Review importance of maintaining paperwork to prevent delays in the successful completion of the inspections that follow.
   o Review resources available to the construction team and go over any questions and answers.

REQUIRED ITEMS DURING CALGREEN MANDATORY INSPECTION 151

☐ The items that follow shall be complete at the time when Inspection 151 is scheduled to ensure that the CPA Building Inspector signs off the inspection card.
   o Storm water drainage and retention during construction
   o Local storm water pollution prevention
   o Best management practices
   o Exterior noise transmission
   o Interior sound transmission

CALGREEN TIER 1 AND TIER 2 PROJECTS

☐ 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.

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:
  o Review the "GB-1" sheet in the approved set of plans and the "Green Building GB-1 Sheet Submittals" checklist.
  o Provide an overview of the requirements applicable to the project.
  o Review the Green Building inspection checklist, sequence of inspections, and discuss compliance expectations throughout construction.
  o Review importance of maintaining paperwork to prevent delays in the successful completion of the Green Building Final (Inspection 153).
  o Review resources available to the construction team and go over any questions and answers.

REQUIRED ITEMS DURING CALGREEN TIER 1 AND TIER 2 INSPECTION

☐ The items that follow shall be complete at the time when Inspection 151 is scheduled to ensure that the CPA Building Inspector signs off the inspection card.

☐ Tier 1 Projects:
  o Storm water pollution prevention
  o Local storm water pollution prevention
  o Best management practices
  o Community connectivity
  o Brownfield or greyfield site redevelopment on infill area development *(Confirmation Required)*
  o Reduce development footprint and optimize open space *(Confirmation Required)*
  o Low impact development (LID) *(Confirmation Required)*
  o Greyfield or infill site *(Confirmation Required)*
  o Exterior noise transmission
  o Interior sound transmission

☐ Tier 2 Projects:
  (*In addition to any items shown under Tier 1 Projects*)
  o See list under Tier 1 Projects