

**PLANNING AND DEVELOPMENT SERVICES – BUILDING INSPECTION****INSPECTION GUIDELINES:
GREEN BUILDING – NON-RESIDENTIAL
INCREMENTAL VERIFICATION INSPECTION****INSPECTION CODE:** 152**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 Incremental Verification, Inspection 152, 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 or at the time of the All-Trades.

CALGREEN MANDATORY PROJECTS**ITEMS OF DISCUSSION DURING GREEN BUILDING INCREMENTAL VERIFICATION INSPECTION**

- During the Green Building Incremental Verification Inspection, the general contractor 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 preparation for this inspection.
 - Discuss compliance expectations at Final Inspection.
 - Importance of maintaining paperwork to prevent delays
 - Digital Binder and USB drive with all submittals, photos, and other documents
 - How to address corrections (e.g., moisture content over 19 percent, etc.).
 - Review resources available to the construction team and go over any questions and answers.

(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 152 is scheduled to ensure that the CPA Building Inspector signs off the inspection card.
 - Temporary ventilation (MERV 8)
 - Covering of ducts openings and protection of mechanical equipment during construction
 - Outside air delivery (for Indoor Air Quality)
 - Carbon Dioxide (CO₂) monitoring (for Indoor Air Quality)
 - Acoustical control
 - Chlorofluorocarbons
 - Halons
 - Supermarket refrigerant leak reduction

- Other items that the CPA Building Inspector may find important or critical at the time of inspection.

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.

- This inspection shall take place prior to or at the time of the All-Trades.

ITEMS OF DISCUSSION DURING GREEN BUILDING INCREMENTAL VERIFICATION INSPECTION

- During the Green Building Incremental Verification Inspection, the general contractor 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 preparation for this inspection.
 - Discuss compliance expectations at Final Inspection.
 - Importance of maintaining paperwork to prevent delays
 - Binder and USB drive with all submittals, photos, and other documents
 - How to address corrections (e.g., moisture content over 19%, etc.).
 - 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 152 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 151
- Light pollution reduction
- Existing building structure
- Existing non structure elements
- Salvage
- Storm water design
- Changing rooms
- Exterior wall shading
- Heat island effect
- Water reduction – 12%
- Dual plumbing
- Potable water elimination
- Nonpotable water systems for indoor water use
- Recycled content – 10%
- Wood framing
- Regional materials
- Bio-based materials
- Reused materials
- Cement and concrete
- Additional means of compliance
- Choice of materials
- Temporary ventilation (MERV 8)
- Covering of duct openings and protection of mechanical equipment during construction
- Outside air delivery (for Indoor Air Quality)
- Carbon dioxide (CO2) monitoring (for Indoor Air Quality)
- Acoustical control
- Chlorofluorocarbons
- Halons
- Supermarket refrigerant leak reduction
- Indoor air quality (IAQ) during construction – Temporary Ventilation
- Lighting and thermal comfort controls
- Daylight
- HCFCs

○ Tier 2 Projects:

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

- Any items not completed at time of Inspection 152
- Electric vehicle charging for non-residential structures
- Changing rooms
- Water reduction – 20%
- Recycled content – 15%
- Alternate method for concrete
- Other items that the CPA Building Inspector may find important or critical at the time of inspection.