



# Subcontractor Checklists

These checklist information sheets , sorted for specific building trades, simplify explaining the Built Green® Clallam County checklist requirements to your subcontractors

The following building trades are included:

- Architects
- Engineers
- Excavators
- Building Crew
- Windows & Doors
- Roofers
- Electricians
- Plumbing
- HVAC
- Insulation
- Flooring

Sponsored by the North Peninsula Building Association

Revised—January, 2008



# Built Green® of Clallam County: Architect

Built Green® of Clallam County is a green building certification program that provides homebuilders and developers with a rating system for environmentally friendly building and development practices. The Built Green® program uses premium materials and practices that exceed building code requirements to enhance a new home's performance and value.

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Questions or comments? Contact Susan Chadd, the Built Green® coordinator at [susanc@olympus.net](mailto:susanc@olympus.net) or at 360-461-4167

CRITERIA DESCRIPTION		AVAILABLE POINTS	USER'S LEVELS & POINTS	REQUIRED DOCUMENTS
<b>SECTION 1 Built Green® TEAM</b>				
1.1.1.1	Use sub-contractors, vendors, and service providers who are Built Green enrolled members. (One point for each max 10)	10		
1.1.1.2	Establish a knowledgeable team. A. Identify team member roles and how they relate to various phases of green lot design, prep and development B. Create a mission statement that includes the projects goals and objectives	5		
<b>SECTION 2: SITE AND WATER</b>				
2.1.2.1	Complete Comprehensive Site Inventory and Assessment for infill lots within UGAs or those less than 1 acre outside of a UGA. See Chapter 2 of the LID Manual as a guide or call the Clallam Conservation District for further information - 360-452-1912 ext. 5	6		Detailed Site/ Plot Plan and Parcel Map
2.1.3.9	Increase width or enhance the quality of the Standard Critical Area Buffer	8		Builder's statement
2.1.3.10	Avoid Development in Environmentally Sensitive Sites (Critical Areas)	To Qualify for All Levels	<input type="checkbox"/> Check if complete	Detailed Site/ Plot Plan and Parcel Map
2.1.3.16	Complete a Comprehensive Site Inventory and Assessment for infill lots outside UGAs or lots greater than 1 acre inside UGAs. A Comprehensive Site Inventory and Assessment should include an analysis of hydrologic patterns and features, soils, native vegetation and soil conservation areas, and existing and historical water features (including wetlands, floodplains, and riparian management areas). See Chapter 2 of the LID Manual as a guide.	To Qualify for Level 3	<input type="checkbox"/>	Detailed Site/ Plot Plan and Parcel Map
2.1.5.5	Balance cut and fill to reduce need to haul offsite for disposal.	2		Detailed Site Plan or Clearing and Grading Plan

2.1.5.22	Impervious Surfaces - Reduce Impervious surfaces, especially "effective" impervious surfaces, by meeting or exceeding the impervious surface limitation outlined in Tables A and B for the land use classification utilized by the Single Lot Development project. Impervious surface limits can be met or exceeded in a variety of ways, including reducing the total paved surface area, utilizing pervious paving materials, and eliminating effective impervious surfaces, among others. Impervious surfaces for Single Lot Development projects include but are not limited to driveways, alleyways, patios, walkways, rooftops, etc. Note: Roads as impervious surfaces are not included here as they are part of the Multi-Lot Development checklist.	22		Detailed Site Plan
2.1.5.32	Strategically orient the impervious surface footprint (i.e., from buildings, driveways, parking areas, sidewalks, etc.) within the Single Lot Development project to better enable the dispersion of stormwater runoff to vegetated open space areas and to allow for effective treatment and on-site infiltration of stormwater runoff. (5) Where appropriate, incorporate small-scale stormwater management techniques, such as bioretention swales or cells and drywells, that are strategically distributed throughout the Single Lot Development project to facilitate the effective treatment and on-site infiltration of stormwater runoff. (5)	5-10		Detailed Site Plan
2.2.1.2	Provide an accessory dwelling unit if located within city or UGA to increase population density.	2		Constr. Docs.
2.2.1.3	Orient or locate buildings to maximize opportunities for energy savings and solar gain (e.g., build north area of lot first, retaining south for outdoor activities)	3		Detailed Site Plan
2.3.1.25	Install a rainwater collection system (cistern) for reuse	7		Constr. Docs.
<b>SECTION 3: ENERGY EFFICIENCY</b>				
3.1.1.10	Overall wall insulation R-23 (2 pts), R-25 (4 pts), R-27 (5 pts)	2 to 5		Framing and Product info
3.1.1.15	House Does not exceed 1000 square feet of conditioned area	15		Plans Submitted
3.1.1.16	House Does not exceed 1500 square feet of conditioned area	10		Plans Submitted
3.2.1.8	Design with low window to floor ratio (<12%)	3		Plans Submitted
3.2.2.3	Use airtight building method, such as Structural Insulated Panels or Insulated Concrete Forms (ICFs) or insulated rigid foam for building envelope	4		Plans Submitted / Product Info
3.2.3.7	Specify and use energy heels of 6 in. or more on trusses to allow added insulation over top plate (cantilevered, energy truss, etc)	1		Builder Spec Sheet
3.2.3.8	Install 0.5" (1 Pt) or 1" (2 pts) exterior insulating sheathing.	1-2		Builder Spec Sheet
3.2.3.13	ICFs for basement stem wall	2		Plans Submitted / Product Info
3.2.3.20	Limit operable windows to two per room, strategically placed for cross ventilation, with egress as required by code	1		Plans Submitted
3.2.4.3	Orient windows to make the best use of passive solar with 35% or more of the window area south facing and less than 15% of windows facing north.	3		Plans Submitted
3.2.4.7	Internal thermal mass (insulated concrete slab, earthen floor)	4		Subcontractor Statement or Photo
3.2.4.10	South facing overhangs shall be calculated by taking the height of the window divided by a factor between 1.7 and 2.2, adjustable overhangs is also be an option	2		Plan Calculation

<b>3.2.4.11</b>	Use building and landscaping plans that reduce heating / cooling loads naturally	<b>2</b>		Landscape and Building Plan
<b>3.2.4.19</b>	Use glazing with solar heat gain coefficient of 0.50 or higher on south side of building	<b>2</b>		Product info
<b>3.3.2.1</b>	Centrally locate heating / cooling system to reduce the size of the distribution system	<b>2</b>		Plans Submitted
<b>3.3.2.15</b>	Locate heating , including water heaters, and the distribution system inside the heated space	<b>3</b>		Plans Submitted
<b>3.3.2.22</b>	Design radiant or hydronic space heating systems using industry-approved guidelines	<b>2</b>		Product Info
<b>3.4.1.8</b>	Install passive or on-demand hot water delivery system	<b>1</b>		Product Info
<b>3.4.1.33</b>	Install solar water heating system	<b>6</b>		Product Info / Plan
<b>3.4.1.39</b>	Design water uses close together (stacking)	<b>3</b>		Plans Submitted
<b>3.5.1.11</b>	10 to 100% of building powered by photovoltaic, wind, geothermal or other renewable energy 10-25% (5) 26-50% (10) 51-75% (15) 76-100% (20)	<b>5-20</b>		Calculations
<b>3.7.1.2</b>	Use clerestory windows and light tubes for natural lighting	<b>2</b>		Plans Submitted
<b>3.7.1.5</b>	Create more shared light through the use of glass interior doors and windows, or by designing an open floor plan.	<b>1</b>		Plans Submitted

### **SECTION 4: HEALTH AND INDOOR AIR QUALITY**

<b>4.3.1.23</b>	Garage detached from all living areas. As an alternative, attached garage is isolated from house by extensive air-sealing, with pressure diagnostic at 45 Pa or greater, verified by testing, house specific	<b>10</b>		
<b>4.5.1.22</b>	Central Vacuum (canister unit) installed outside conditioned space and exhausted to outside. Rated at 500 air watts or greater and including an electric motor-driven floor brush	<b>4</b>		Product Information
<b>4.5.1.23</b>	Provide for cross ventilation using operable windows (on 2 or more walls)	<b>4</b>		
<b>4.5.1.25</b>	Use foil-covered external insulation on metal ducting	<b>2</b>		Photo
<b>4.8.1.4</b>	Design for reduced EMF (Electro-Magnetic Fields)	<b>2</b>		Builder's statement or Documentation

### **SECTION 5: MATERIALS AND DESIGN EFFICIENCY**

<b>5.0.1.11</b>	House Does not exceed 1000 square feet of conditioned area or,	<b>65</b>		Plans Submitted
<b>5.0.1.12</b>	House Does not exceed 1200 square feet of conditioned area or,	<b>45</b>		Plans Submitted
<b>5.0.1.13</b>	House Does not exceed 1500 square feet of conditioned area or,	<b>25</b>		Plans Submitted
<b>5.0.1.14</b>	House Does not exceed 2000 square feet of conditioned area or,	<b>10</b>		Plans Submitted
<b>5.0.1.15</b>	House Does not exceed 2500 square feet of conditioned area or,	<b>5</b>		Plans Submitted
<b>5.1.1.4</b>	Livable attic in roof system over 8/12 pitch	<b>3</b>		Plans Submitted
<b>5.1.1.5</b>	Novel storage in dead spaces (under stairs etc)	<b>2</b>		Plans Submitted
<b>5.1.1.11</b>	Provide designed location & rough-in for future solar hot water & Photovoltaics	<b>4</b>		Photo
<b>5.3.2.8</b>	Truss roof system	<b>3</b>		Plans Submitted
<b>5.3.2.18</b>	Use of concrete filled foam formed above grade walls (ICF's, Rastra)	<b>6</b>		Plans Submitted / Product Info
<b>5.3.3.7</b>	Use low impact foundation systems (pin or other)	<b>3</b>		Plans Submitted
<b>5.3.3.11</b>	ICF's for basement or stem walls	<b>3</b>		Plans Submitted / Product Info
<b>5.3.9.10</b>	Use of Natural building materials for walls (Bale, Cob, Light Clay etc)	<b>6</b>		Plans Submitted



# Built Green® of Clallam County: Building Crew

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## CRITERIA DESCRIPTION

AVAILABLE  
POINTS

USER'S  
LEVELS  
&  
POINTS

REQUIRED DOCUMENTS

### SECTION 1 Built Green® TEAM

1.1.1.1	Use sub-contractors, vendors, and service providers who are Built Green enrolled members. (One point for each max 10)	10		
1.1.1.2	Establish a knowledgeable team. A. Identify team member roles and how they relate to various phases of green lot design, prep and development B. Create a mission statement that includes the projects goals and objectives	5		

### SECTION 1: SITE AND WATER

2.1.1.5	Assure that all temporary erosion and sediment control devices and techniques (e.g., temporary covers, structural erosion controls, and sediment retention controls) are properly installed, implemented, and maintained throughout the life of the project	Required	<input type="checkbox"/>	Clearing or Grading Plan or Erosion Control Plan
2.1.1.7	Take extra care to establish and maintain a single stabilized construction entrance (quarry spill, crushed rock or concrete)	Required	<input type="checkbox"/>	Clearing or Grading Plan or Erosion Control Plan
2.1.1.10	Prohibit burying any construction waste	Required	<input type="checkbox"/>	Construction Documents and Builder's Statement
2.1.3.2	Eliminate heavy equipment use to avoid soil compaction in specific areas that are intended to be used for stormwater treatment and infiltration (identify on construction plans and flag or fence off these areas)	4		Detailed Site Plan and Staging areas as Defined on Constr. Docs.
2.1.3.12	Preserve and protect wetlands, shorelines, bluffs, and other critical areas during construction	Required	<input type="checkbox"/>	Detailed Site Plan
2.1.4.5	Avoid tree removal. Instead utilize selective pruning of trees for safety and view protection. Remove noxious weeds during landscaping operations.	To Qualify for All Levels	<input type="checkbox"/>	Clearing and Grading Plan or Landscape Plan
2.1.5.4	Properly preserve all topsoil for reuse on-site and to protect from erosion using compost, mulch, crop cover (annual grass) or plastic to protect soil from erosion	6		Clearing or Grading Plan or Erosion Control Plan
2.1.6.1	Do not dispose of topsoil in wetlands or lowlands	Required	<input type="checkbox"/>	Detailed Site Plan and Staging areas as Defined on Constr. Docs.

2.1.6.2	Wash out concrete trucks in slab, driveway or impervious pavement sub-base areas or Ecopan storage containers rather than in vegetated or potential planting areas.	4		Constr. Docs. and Builder's Statement
2.1.6.4	When construction is complete, leave no part of the disturbed site uncovered or unstabilized	Required	<input type="checkbox"/>	Landscape Plan or Other Verification Method
2.1.6.7	Establish and post clean up procedures for spills to prevent illegal discharges	To Qualify for Level 3	<input type="checkbox"/>	Clearing and Grading Plan, Construction Documents and Healthy jobsite Plan
2.1.6.11	Establish and post cleanup protocol for tire wash and construct on-site wash facility as necessary	2		Erosion Control Plan
2.1.6.19	Plan construction activity so that no more than 50% of the planned construction area is disturbed at one time to prevent adverse impacts on site, adjoining properties, and critical areas.	2		Clearing and Grading Plan
2.1.6.22	No zinc galvanized or copper in roofing material, flashing, downspouts, or wires for moss prevention	3		Photo
2.3.1.25	Install a rainwater collection system (cistern) for reuse	7		Constr. Docs.
<b>SECTION 2: ENERGY EFFICIENCY</b>				
3.2.1.3	Exceed current code requirements for roof, walls, windows/doors, floors - envelope improvements 50% beyond the 2004 International Energy Conservation Code and supplements	23		Document Using RESNET Approved Modeling Software
3.2.2.10	Skylights and skylight shafts double wrapped and secured	2		Photo
3.2.3.7	Specify and use energy heels of 6 in. or more on trusses to allow added insulation over top plate (cantilevered, energy truss, etc)	1		Builder Spec Sheet
3.2.3.16	Advanced framing, or fully insulate corners and interior/exterior wall intersections. Insulated headers on exterior walls	1		Builder Spec Sheet
3.3.2.22	Design radiant or hydronic space heating systems using industry-approved guidelines	2		Product Info
<b>SECTION 3: HEALTH AND INDOOR AIR QUALITY</b>				
4.0.1.6	If slab is used, install 10 mil/poly barrier properly; if no slab, bottom of floor is sufficient height above backfilled dirt with vapor barrier properly installed - <i>sealed seams and sealed perimeter</i>	2		Photo
4.0.1.15	Siding installed as a rain screen (1/4" minimum air gap between siding and drainage plane material)	3		Photo
4.0.1.19	Third party certified moisture test performed before insulating	6		
4.1.1.1	Assist homeowners with chemical sensitivities to identify preferred IAQ measures and finishes	4		Builder's Statement
4.2.1.18	No smoking inside of any building or within 25 ft. (or more) radius of exterior of any building	3		Healthy Jobsite Plan
4.2.1.18	No smoking inside of any building or within 25 ft. (or more) radius of exterior of any building	3		Healthy Jobsite Plan
4.3.1.3	Zero formaldehyde OSB (PMDI binder only) or exterior grade plywood used in sub floor (3 pts). and sheathing (3 pts). Use plywood and composites of exterior grade or formaldehyde-free for interior use (3 pts). and/or all surfaces of any particle board is painted with a water-based sealant (3 pts)	3-12		Product Information
4.4.1.6	Slope crawlspace grade toward perimeter for drainage, supply drainage lines out to exterior footing drains, and install polyfilm vapor barrier sealed to stem walls	6		Photo
4.4.1.14	Full exterior drainage plane integrated shingle-style with pan-flashed and face-flashed door and window openings, as designated in EEBA's "Water Management Guide", or equivalent	5		Photo
4.4.1.37	Continuously sealed ground cover in crawl space	3		
4.5.1.25	Use foil-covered external insulation on metal ducting	2		Photo
4.8.1.2	Wire bedrooms so circuitry can be conveniently shut off at night to eliminate electric fields	3		

## SECTION 4: MATERIALS AND DESIGN EFFICIENCY

<b>5.1.1.5</b>	Novel storage in dead spaces (under stairs etc)	<b>2</b>		Plans Submitted
<b>5.1.1.13</b>	Minimize construction waste by providing a jobsite recycling area. See Reference E - <i>Guidelines for Jobsite Recycling</i>	<b>5</b>		Photograph
<b>5.2.1.9</b>	Reduced or Advanced framing (24 OC studs, 2 stud corners, no headers in non- load bearing walls)	<b>3</b>		Plans Submitted
<b>5.3.2.16</b>	Engineered alternative replaces large dimension solid lumber (2 by 10 or greater) in all framing	<b>3</b>		Plans Submitted
<b>5.3.2.28</b>	Recycled content sheathing or OSB	<b>3</b>		Spec Sheet



# Built Green® of Clallam County: Electrician

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CRITERIA DESCRIPTION		AVAILAB LE POINTS	USER'S LEVELS & POINTS	REQUIRED DOCUMENTS
<b>SECTION 1 Built Green® TEAM</b>				
1.1.1.1	Use sub-contractors, vendors, and service providers who are Built Green enrolled members. (One point for each max 10)	10		
1.1.1.2	Establish a knowledgeable team. A. Identify team member roles and how they relate to various phases of green lot design, prep and development B. Create a mission statement that includes the projects goals and objectives	5		
<b>SECTION 2: ENERGY EFFICIENCY</b>				
3.2.1.3	Exceed current code requirements for roof, walls, windows/doors, floors - envelope improvements 50% beyond the 2004 International Energy Conservation Code and supplements	23		Document Using RESNET Approved Modeling Software
3.3.1.38	Install properly supported ceiling fan pre-wires	1		Wiring Plan
3.5.1.11	10 to 100% of building powered by photovoltaic, wind, geothermal or other renewable energy 51-75% (15)      76-100% (20)      10-25% (5)      26-50% (10)	5-20		Calculations
3.5.1.12	Pre-wire for future PV system	1		Wiring Plan
3.7.2.2	Install solar outdoor lighting	1		Product Info
3.7.3.2	All linear fluorescent lighting to utilize T-8 lamps with electronic ballasts	1		Product Info
3.7.3.6	Install lighting dimmer, timers, and/or motion detectors	2		Product Info
3.7.3.9	Use ENERGY STAR® compact fluorescent bulbs, ballast, or fixtures in 80% of interior light sockets	4		Product Info
3.7.3.18	Install LED lighting	1		Product Info
<b>SECTION 3: HEALTH AND INDOOR AIR QUALITY</b>				
4.1.1.1	Assist homeowners with chemical sensitivities to identify preferred IAQ measures and finishes	4		Builder's Statement
4.2.1.18	No smoking inside of any building or within 25 ft. (or more) radius of exterior of any building	3		Healthy Jobsite Plan
4.5.1.20	Use ultraviolet light or equivalent new technologies for air purification	2		Product Information
4.5.1.22	Central Vacuum (canister unit) installed outside conditioned space and exhausted to outside. Rated at 500 air watts or greater and including an electric motor-driven floor brush	4		Product Information
4.5.1.24	Install sealed combustion heating and hot water equipment	3		Product Information
4.6.1.1	Install exhaust fans in room where office equipment is used	2		
4.6.1.7	Install crank or electronic timers, or humidistat controls for bath exhaust fans	2		
4.8.1.2	Wire bedrooms so circuitry can be conveniently shut off at night to eliminate electric fields	3		
4.8.1.3	Design sleeping and sitting areas to be at least 12 feet from major appliances	2		



# Built Green® of Clallam County: Engineer Checklist

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<b>SECTION 1 Built Green® TEAM</b>				
1.1.1.1	Use sub-contractors, vendors, and service providers who are Built Green enrolled members. (One point for each max 10)	10		
1.1.1.2	Establish a knowledgeable team. A. Identify team member roles and how they relate to various phases of green lot design, prep and development B. Create a mission statement that includes the projects goals and objectives	5		
<b>SECTION 2: SITE AND WATER</b>				
2.1.2.1	Complete Comprehensive Site Inventory and Assessment for infill lots within UGAs or those less than 1 acre outside of a UGA. See Chapter 2 of the LID Manual as a guide or call the Clallam Conservation District for further information - 360-452-1912 ext. 5	6		Detailed Site/ Plot Plan and Parcel Map
2.1.3.3	Delineate on the construction plans and on the ground (i.e., with flagging and/or fencing) the native vegetation areas to be preserved, including protection of the vital tree root zone, and any future planned landscaping areas on the site	9		Detailed Site Plan and Staging areas as Defined on Constr. Docs.
2.1.3.9	Increase width or enhance the quality of the Standard Critical Area Buffer	8		Builder's statement
2.1.3.10	Avoid Development in Environmentally Sensitive Sites (Critical Areas)	To Qualify for All Levels	<input type="checkbox"/> Check if complete	Detailed Site/ Plot Plan and Parcel Map
2.1.3.16	Complete a Comprehensive Site Inventory and Assessment for infill lots outside UGAs or lots greater than 1 acre inside UGAs. A Comprehensive Site Inventory and Assessment should include an analysis of hydrologic patterns and features, soils, native vegetation and soil conservation areas, and existing and historical water features (including wetlands, floodplains, and riparian management areas). See Chapter 2 of the LID Manual as a guide.	To Qualify for Level 3	<input type="checkbox"/>	Detailed Site/ Plot Plan and Parcel Map
<b>Marine and Freshwater Shoreline Protection ( this section is applicable only for nearshore or bluff locations)</b>				
2.1.4.3	Avoid shoreline armoring by placing upland structures well landward of projected erosion.	To Qualify for All Levels	<input type="checkbox"/>	Detailed Site and Drainage Plans
2.1.4.4	Seek professional advice and assistance (e.g. , coastal geomorphologist / geotechnologist) on how to treat real or perceived erosion problems along marine shorelines.	To Qualify for All Levels	<input type="checkbox"/>	Professional Report
2.1.4.5	Avoid tree removal. Instead utilize selective pruning of trees for safety and view protection. Remove noxious weeds during landscaping operations.	To Qualify for All Levels	<input type="checkbox"/>	Clearing and Grading Plan or Landscape Plan

<b>2.1.5.5</b>	Balance cut and fill to reduce need to haul offsite for disposal.	<b>2</b>		Detailed Site Plan or Clearing and Grading Plan
<b>2.1.5.22</b>	Impervious Surfaces - Reduce Impervious surfaces, especially "effective" impervious surfaces, by meeting or exceeding the impervious surface limitation outlined in Tables A and B for the land use classification utilized by the Single Lot Development project. Impervious surface limits can be met or exceeded in a variety of ways, including reducing the total paved surface area, utilizing pervious paving materials, and eliminating effective impervious surfaces, among others. Impervious surfaces for Single Lot Development projects include but are not limited to driveways, alleyways, patios, walkways, rooftops, etc. Note: Roads as impervious surfaces are not included here as they are part of the Multi-Lot Development checklist.	<b>22</b>		Detailed Site Plan
<b>2.1.5.31</b>	Open Space Vegetation Retention and Restoration - Increase the amount of vegetation by meeting or exceeding the vegetation retention and rehabilitation limitations for open space outlined in <b>Tables A and B</b> for the land use classification utilized by the Single Lot Development project.	<b>14</b>		Clearing and Grading Plan and Detailed Site Plan
<b>2.1.5.32</b>	Strategically orient the impervious surface footprint (i.e., from buildings, driveways, parking areas, sidewalks, etc.) within the Single Lot Development project to better enable the dispersion of stormwater runoff to vegetated open space areas and to allow for effective treatment and on-site infiltration of stormwater runoff. (5) Where appropriate, incorporate small-scale stormwater management techniques, such as bioretention swales or cells and drywells, that are strategically distributed throughout the Single Lot Development project to facilitate the effective treatment and on-site infiltration of stormwater runoff. (5)	<b>5-10</b>		Detailed Site Plan
<b>2.3.1.17</b>	Plumb for a greywater system	<b>4</b>		Plumbing Plan
<b>2.3.1.25</b>	Install a rainwater collection system (cistern) for reuse	<b>7</b>		Constr. Docs.
<b>2.3.1.30</b>	Incorporate nutrient removal technology and techniques in the design and construction of on-site septic systems. Where appropriate and allowable, utilize composting or incineration-type toilets approved by the State Department of Environmental Health. See the Clallam County Department of Health for more information (360-417-2258)	<b>2</b>		Septic System Design Specifications



## Built Green® of Clallam County: HVAC

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<b>SECTION 2: ENERGY EFFICIENCY</b>				
3.0.1.2	Install programmable thermostats on electrical resistance heating (heat pump installations require)	1		Product Info
3.1.1.8	Certify home through a program that provides third-party plan review and verification (e.g., ENERGY STAR®, EarthAdvantage®, LEED's Home, HERS)	14		Certification Documents
3.2.1.3	Exceed current code requirements for roof, walls, windows/doors, floors - envelope improvements 50% beyond the 2004 International Energy Conservation Code and supplements	23		Document Using RESNET Approved Modeling Software
3.2.2.7	Blower door test results better than 6 ACH@50Pa. (Also requires an air-to air heat exchanger)	5		Infiltration Test Report
3.3.1.16	Install high efficiency units e.g. EPA approved pellet stove, Russian fireplace, masonry radiant heater	2		Product info or Subcontractor Statement
3.3.1.18	Use direct vent gas or propane hearth product with 67 AFUE or higher	2		Product Info
3.3.1.36	Install heat pump with HSPF of 8.5 or higher and a SEER of 13 or higher	3		Product Info
3.3.1.37	Install heat pump with HSPF of 9.1 or higher and a SEER of 13 or higher (cannot combine with 3.3.1.36)	5		Product Info
3.3.2.6	Use foil-covered external insulation on metal ducting	2		Photo
3.3.2.8	Use advanced sealing of ducts using low-toxic mastic	1		Product Info
3.3.2.11	Performance test duct for air leakage meets third party review and certification	2		3rd Party Review and Certification
3.3.2.15	Locate heating , including water heaters, and the distribution system inside the heated space	3		Plans Submitted
3.3.2.22	Design radiant or hydronic space heating systems using industry-approved guidelines	2		Product Info
3.3.4.2	Install energy or heat recovery ventilator (ERV or HRV) 65% minimum efficiency	1		Product Info
<b>SECTION 3: HEALTH AND INDOOR AIR QUALITY</b>				
4.2.1.13	Block all dust ports upon installation; clean duct and furnace thoroughly at job completion	3		Healthy Jobsite Plan

<b>4.2.1.18</b>	No smoking inside of any building or within 25 ft. (or more) radius of exterior of any building	<b>3</b>		Healthy Jobsite Plan
<b>4.5.1.2</b>	Install supply and return-air ducts in every bedroom	<b>3</b>		
<b>4.5.1.9</b>	Install ducting/damper for fresh air intake.	<b>1</b>		Photo
<b>4.5.1.18</b>	HVAC filters rated MERV 8 at 295 feet per minute or higher according to ASHRAE 52.2-1999. HVAC equipment shall be able to pressure drop from filter selected for the system	<b>4</b>		Product Information
<b>4.5.1.19</b>	Balance airflow system based on filter being used	<b>3</b>		Builder's Statement
<b>4.5.1.20</b>	Use ultraviolet light or equivalent new technologies for air purification	<b>2</b>		Product Information
<b>4.5.1.21</b>	Install furnace and/or duct-mounted air cleaner or high efficiency air filter (non-electronic)	<b>3</b>		Product Information
<b>4.5.1.22</b>	Central Vacuum (canister unit) installed outside conditioned space and exhausted to outside. Rated at 500 air watts or greater and including an electric motor-driven floor brush	<b>4</b>		Product Information
<b>4.5.1.24</b>	Install sealed combustion heating and hot water equipment	<b>3</b>		Product Information
<b>4.6.1.1</b>	Install exhaust fans in room where office equipment is used	<b>2</b>		
<b>4.6.1.26</b>	Install ductless in-floor or under-floor (10 points) or wall (2 points) heating system	<b>2 or 10</b>		



## Built Green® of Clallam County: Insulation

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CRITERIA DESCRIPTION		AVAILABLE POINTS	USER'S LEVELS & POINTS	REQUIRED DOCUMENTS
<b>SECTION 1 Built Green® TEAM</b>				
1.1.1.1	Use sub-contractors, vendors, and service providers who are Built Green enrolled members. (One point for each max 10)	10		
1.1.1.2	Establish a knowledgeable team. A. Identify team member roles and how they relate to various phases of green lot design, prep and development B. Create a mission statement that includes the projects goals and objectives	5		
<b>SECTION 2: ENERGY EFFICIENCY</b>				
3.1.1.8	Certify home through a program that provides third-party plan review and verification (e.g., ENERGY STAR®, EarthAdvantage®, LEED's Home, HERS)	14		Certification Documents
3.1.1.10	Overall wall insulation R-23 (2 pts), R-25 (4 pts), R-27 (5 pts)	2 to 5		Framing and Product info
3.1.1.17	Overall attic insulation R-49 (2 pts), R-54 (4 pts), R-60 (5 pts)	2 to 5		Framing and Product info
3.2.1.3	Exceed current code requirements for roof, walls, windows/doors, floors - envelope improvements 50% beyond the 2004 International Energy Conservation Code and supplements	23		Document Using RESNET Approved Modeling Software
3.2.1.6	Use blown-in insulation	1		Product Info
3.2.3.7	Specify and use energy heels of 6 in. or more on trusses to allow added insulation over top plate (cantilevered, energy truss, etc)	1		Builder Spec Sheet
3.2.3.16	Advanced framing, or fully insulate corners and interior/exterior wall intersections. Insulated headers on exterior walls	1		Builder Spec Sheet
<b>SECTION 3: HEALTH AND INDOOR AIR QUALITY</b>				
4.2.1.18	No smoking inside of any building or within 25 ft. (or more) radius of exterior of any building	3		Healthy Jobsite Plan
4.3.1.44	Use formaldehyde-free, CFC-free, HCFC-free and / or Greenguard certified insulation	3		Product Information
4.4.1.6	Slope crawlspace grade toward perimeter for drainage, supply drainage lines out to exterior footing drains, and install polyfilm vapor barrier sealed to stem walls	6		Photo
4.4.1.37	Continuously sealed ground cover in crawl space	3		
4.5.1.25	Use foil-covered external insulation on metal ducting	2		Photo
<b>SECTION 4: MATERIALS AND DESIGN EFFICIENCY</b>				
5.1.1.13	Minimize construction waste by providing a jobsite recycling area. See Reference E - <i>Guidelines for Jobsite Recycling</i>	5		Photograph
5.3.13.2	Recycled content or formaldehyde free insulation	3		Product Info
5.3.13.7	Non-fiberglass insulation	2		Product Info



# Built Green® of Clallam County: Plumbing

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CRITERIA DESCRIPTION		AVAILABLE POINTS	USER POINTS	REQUIRED DOCUMENTS
<b>SECTION 1 Built Green® TEAM</b>				
1.1.1.1	Use sub-contractors, vendors, and service providers who are Built Green enrolled members. (One point for each max 10)	10		
1.1.1.2	Establish a knowledgeable team. A. Identify team member roles and how they relate to various phases of green lot design, prep and development B. Create a mission statement that includes the projects goals and objectives	5		
<b>SECTION 2: SITE AND WATER</b>				
2.3.1.17	Plumb for a greywater system	4		Plumbing Plan
2.3.2.15	Install a composting toilet, dual flush toilet or toilet/sink in tank combination	7		Photo / Product Info
<b>SECTION 3: ENERGY EFFICIENCY</b>				
3.3.2.15	Locate heating , including water heaters, and the distribution system inside the heated space	3		Plans Submitted
3.3.2.22	Design radiant or hydronic space heating systems using industry-approved guidelines	2		Product Info
3.4.1.5	Install dual handle faucet fixtures	1		Product Info
3.4.1.6	Substitute 3/8"pipe (PEX) tubing for 1/2"	2		Subcontractor Statement or Label or Product Info
3.4.1.8	Install passive or on-demand hot water delivery system	1		Product Info
3.4.1.23	Install electric water heater efficiency from EF of .93 or higher	3		Label or Product Info
3.4.1.33	Install solar water heating system	6		Product Info / Plan
3.4.1.41	Install electric water heater to exhaust air heat pump water heater or de-superheater: EF 1.9	3		Builder Spec Sheet
3.5.2.1	Drain water heat recovery system (DHR)	3		Plan submitted
3.6.1.7	Install an ENERGY STAR® dishwasher (1 pt) Install an ENERGY STAR® washing machine (1 pt) Install an ENERGY STAR® refrigerator (1 pt)	1-3		Label or Product Info

<b>SECTION 4: HEALTH AND INDOOR AIR QUALITY</b>			
<b>4.2.1.18</b>	No smoking inside of any building or within 25 ft. (or more) radius of exterior of any building	<b>3</b>	Healthy Jobsite Plan
<b>4.3.1.11</b>	If installing a water filter at sink, select one with a biodegradable carbon filter	<b>1</b>	
<b>4.3.1.13</b>	Install showerhead filter	<b>1</b>	Product Information
<b>4.3.1.38</b>	Use polyethylene piping for plumbing. No PVC pipe	<b>3</b>	
<b>4.7.1.1</b>	Install whole house water filtration system	<b>5</b>	Product Information
<b>SECTION 5: MATERIALS AND DESIGN EFFICIENCY</b>			
<b>5.1.1.11</b>	Provide designed location & rough-in for future solar hot water & Photovoltaics	<b>4</b>	Photo
<b>5.1.1.13</b>	Minimize construction waste by providing a jobsite recycling area. See Reference E - <i>Guidelines for Jobsite Recycling</i>	<b>5</b>	Photograph



## Built Green® of Clallam County: Windows & Doors

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CRITERIA DESCRIPTION		AVAILABLE POINTS	USER'S LEVELS & POINTS	REQUIRED DOCUMENTS
<b>SECTION 1 Built Green® TEAM</b>				
1.1.1.1	Use sub-contractors, vendors, and service providers who are Built Green enrolled members. (One point for each max 10)	10		
1.1.1.2	Establish a knowledgeable team. A. Identify team member roles and how they relate to various phases of green lot design, prep and development B. Create a mission statement that includes the projects goals and objectives	5		
<b>SECTION 2: ENERGY EFFICIENCY</b>				
3.1.1.8	Certify home through a program that provides third-party plan review and verification (e.g., ENERGY STAR®, EarthAdvantage®, LEED's Home, HERS)	14		Certification Documents
3.2.1.3	Exceed current code requirements for roof, walls, windows/doors, floors - envelope improvements 50% beyond the 2004 International Energy Conservation Code and supplements	23		Document Using RESNET Approved Modeling Software
3.2.3.19	Use windows with an overall u-value of .30 or less (NFRC rated)	5		Plans Submitted
3.2.3.20	Limit operable windows to two per room, strategically placed for cross ventilation, with egress as required by code	1		Plans Submitted
3.2.3.22	Use doors between conditioned and unconditioned spaces with a u-value of .19 or less	1		NFRC Certificate / Label
3.2.4.19	Use glazing with solar heat gain coefficient of 0.50 or higher on south side of building	2		Product info
<b>SECTION 3: HEALTH AND INDOOR AIR QUALITY</b>				
4.2.1.18	No smoking inside of any building or within 25 ft. (or more) radius of exterior of any building	3		Healthy Jobsite Plan
4.5.1.6	Install an operable skylight (manual or automated) high up in the structure to aid natural ventilation. Use U-factor of 0.45 or below and solar gain co-efficient of 0.35 or below	2		Product Information
<b>SECTION 4: MATERIALS AND DESIGN EFFICIENCY</b>				
5.1.1.13	Minimize construction waste by providing a jobsite recycling area. See Reference E - <i>Guidelines for Jobsite Recycling</i>	5		Photograph
5.3.10.6	Recycled content doors or third party certified wood doors	4		Product Info
5.3.10.7	No Luan tropical hardwood doors	2		Product Info
5.3.10.8	Wood / fiberglass / finger jointed wood windows	5		Product Info



# BuiltGreen® of Clallam County: Site Preparation

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CRITERIA DESCRIPTION		AVAILABLE POINTS	USER Pts.	REQUIRED DOCUMENTS
<b>SECTION 1 Built Green® TEAM</b>				
1.1.1.1	Use sub-contractors, vendors, and service providers who are Built Green enrolled members. (One point for each max 10)	10		
1.1.1.2	Establish a knowledgeable team. A. Identify team member roles and how they relate to various phases of green lot design, prep and development B. Create a mission statement that includes the projects goals and objectives	5		
<b>SECTION 2: SITE AND WATER</b>				
2.1.1.5	Assure that all temporary erosion and sediment control devices and techniques (e.g., temporary covers, structural erosion controls, and sediment retention controls) are properly installed, implemented, and maintained throughout the life of the project	Required	<input type="checkbox"/>	Clearing or Grading Plan or Erosion Control Plan
2.1.1.7	Take extra care to establish and maintain a single stabilized construction entrance (quarry spill, crushed rock or concrete)	Required	<input type="checkbox"/>	Clearing or Grading Plan or Erosion Control Plan
2.1.1.10	Prohibit burying any construction waste	Required	<input type="checkbox"/>	Construction Documents and Builder's Statement
2.1.3.2	Eliminate heavy equipment use to avoid soil compaction in specific areas that are intended to be used for stormwater treatment and infiltration (identify on construction plans and flag or fence off these areas)	4		Detailed Site Plan and Staging areas as Defined on Constr. Docs.
2.1.3.3	Delineate on the construction plans and on the ground (i.e., with flagging and/or fencing) the native vegeta	9		Detailed Site Plan and Staging areas as Defined on Constr. Docs.
2.1.3.12	Preserve and protect wetlands, shorelines, bluffs, and other critical areas during construction	Required	<input type="checkbox"/>	Detailed Site Plan
<b>Marine and Freshwater Shoreline Protection (This section is applicable only for nearshore or bluff locations)</b>				
2.1.4.5	Avoid tree removal. Instead utilize selective pruning of trees for safety and view protection. Remove noxious weeds during landscaping operations.	To Qualify for All Levels	<input type="checkbox"/>	Clearing and Grading Plan or Landscape Plan
2.1.5.3	Use compost, mulch, or a annual seed mix to immediately stabilize disturbed areas to eliminate erosion	4		Clearing and Grading Plan or Erosion Control Plan and Builder's Statement
2.1.5.4	Properly preserve all topsoil for reuse on-site and to protect from erosion using compost, mulch, crop cover (annual grass) or plastic to protect soil from erosion	6		Clearing or Grading Plan or Erosion Control Plan

2.1.5.5	Balance cut and fill to reduce need to haul offsite for disposal.	2		Detailed Site Plan or Clearing and Grading Plan
2.1.5.9	Grind stumps and limbs on-site stumps and limbs for use as mulch.	2		Clearing and Grading Plan and Builder's Statement
2.1.5.14	Replant or donate removed native vegetation for reuse (1). Make trees available for use in restoration projects (preferably leaving root balls attached) (1)	1-2		Landscape Plan and Builder's Statement
2.1.5.16	Make trees available for use in restoration projects (preferably leaving root balls attached)	2		Clearing and Grading Plan and Builder's Statement
2.1.5.27	Limit clearing and grading to 20 feet outside future building footprints, roads, parking lots, and other infrastructure - assure that clearing limits are well marked. This is also particularly important for construction on previously cleared land (e.g., pasture) to protect soils that drain well.	10		Clearing and Grading plan or Detailed Site Plan
2.1.6.1	Do not dispose of topsoil in wetlands or lowlands	Required	<input type="checkbox"/>	Detailed Site Plan and Staging areas as Defined on Constr. Docs.
2.1.6.11	Establish and post cleanup protocol for tire wash and construct on-site wash facility as necessary	2		Erosion Control Plan
2.1.6.19	Plan construction activity so that no more than 50% of the planned construction area is disturbed at one time to prevent adverse impacts on site, adjoining properties, and critical areas.	2		Clearing and Grading Plan
2.1.6.21	Limit clearing and grading to the period between May 1st and October 15th to minimize erosion potential	6		Clearing and Grading Plan and Builder's Statement
2.3.1.5	Use compost and mulch to establish turf and other vegetation with less irrigation. See section 6.2 of the LID Manual. When using fertilizer, use organic, slow release fertilizers to amend soils, only in areas that are removed from creeks, raingardens or sewer outlets. No quick release fertilizers, herbicides or pesticides used on site	5		Landscape Plan and Builder's Statement
2.3.1.9	Landscape with plants, including native plants, appropriate to site topography, planned use and soil types, emphasizing use of plants with low watering and pesticide requirements	6		Landscape Plan and Plant List



# Built Green® of Clallam County: Interior Finishing

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CRITERIA DESCRIPTION		AVAILABLE POINTS	USER'S LEVELS & POINTS	REQUIRED DOCUMENTS
<b>SECTION 1 Built Green® TEAM</b>				
1.1.1.1	Use sub-contractors, vendors, and service providers who are Built Green enrolled members. (One point for each max 10)	10		
1.1.1.2	Establish a knowledgeable team. A. Identify team member roles and how they relate to various phases of green lot design, prep and development B. Create a mission statement that includes the projects goals and objectives	5		
<b>SECTION 2: ENERGY EFFICIENCY</b>				
3.7.1.1	Light-colored interior finishes	1		Photo
<b>SECTION 3: HEALTH AND INDOOR AIR QUALITY</b>				
4.1.1.1	Assist homeowners with chemical sensitivities to identify preferred IAQ measures and finishes	4		Builder's Statement
4.2.1.9	Ventilate with fans during / after each new finish	2		Healthy Jobsite Plan
4.2.1.18	No smoking inside of any building or within 25 ft. (or more) radius of exterior of any building	3		Healthy Jobsite Plan
4.2.1.19	Involve subcontractors in implementing a healthy building job-site plan for the project	8		Healthy Jobsite Plan
4.3.1.7	Ceramic tile, stone tile, natural linoleum, or other low VOC flooring material is installed with low or non-toxic adhesives	5		Product Information
4.3.1.14	Limit use of carpet to one-third of home's (unit's) square footage	3		
4.3.1.20	Use firm, non-absorbent carpet pad	2		Product Information
4.3.1.29	Only low toxicity, solvent-free adhesives used throughout. Standard is less than 150 grams/liter of VOCs	5		Product Information
4.3.1.35	Install cabinets made with formaldehyde-free board and low-toxic finish. Cabinet finish coat done with water based finishes containing VOC content of less than 150 grams per liter	5		Product Information
4.3.1.36	Use Green Seal approved water-based urethane finishes on wood floors and water-based lacquer finishes on woodwork	4		Product Information
4.3.1.40	Install natural fiber carpet, e.g. jute, sisal, wool) and non-allergenic pad (. If using carpet, specify CRI IAQ label	4		Product Information
4.3.1.42	Use Green Seal approved paints and finishes for large surface areas.	3		Product Information
4.8.1.2	Wire bedrooms so circuitry can be conveniently shut off at night to eliminate electric fields	3		
<b>SECTION 4: MATERIALS AND DESIGN EFFICIENCY</b>				
5.1.1.13	Minimize construction waste by providing a jobsite recycling area. See Reference E - <i>Guidelines for Jobsite Recycling</i>	5		Photograph

<b>5.3.6.7</b>	Ceramic tile with 50% or more recycled content	<b>3</b>		Product Info
<b>5.3.6.8</b>	Hardwood flooring from third party certified, sustainably harvested sources or locally harvested or used lumber	<b>4</b>		Documentation
<b>5.3.6.9</b>	Domestic wood flooring from reused, recovered or re-milled sources	<b>4</b>		Documentation
<b>5.3.6.14</b>	Bamboo or cork or Natural linoleum with low toxic adhesives	<b>4</b>		Product Info
<b>5.3.11.22</b>	Cabinet fronts 100% reclaimed or 100% remilled or locally sourced wood	<b>5</b>		Documentation
<b>5.3.11.23</b>	Finger jointed & or MDF trim	<b>2</b>		Product Info
<b>5.3.11.24</b>	Trim made from 100% reclaimed or 100% remilled/recycled wood	<b>4</b>		Documentation
<b>5.3.11.25</b>	Counter tops of concrete, domestic stone, tile with recycled content, recycled paper products and cabinets and countertop underlayment of wheatboard or non formaldehyde particle board	<b>4</b>		Photo Product Info
<b>5.3.11.26</b>	Counter tops of sustainably harvested or reclaimed lumber	<b>4</b>		Documentation



## Built Green® of Clallam County: Roofing

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CRITERIA DESCRIPTION		AVAILABLE POINTS	USER'S LEVELS & POINTS	REQUIRED DOCUMENTS
<b>SECTION 1 Built Green® TEAM</b>				
1.1.1.1	Use sub-contractors, vendors, and service providers who are Built Green enrolled members. (One point for each max 10)	10		
1.1.1.2	Establish a knowledgeable team. A. Identify team member roles and how they relate to various phases of green lot design, prep and development B. Create a mission statement that includes the projects goals and objectives	5		
<b>SECTION 3: SITE &amp; WATER</b>				
2.1.6.22	No zinc galvanized or copper in roofing material, flashing, downspouts, or wires for moss prevention	3		Photo
<b>SECTION 3: ENERGY EFFICIENCY</b>				
3.2.1.3	Exceed current code requirements for roof, walls, windows/doors, floors - envelope improvements 50% beyond the 2004 International Energy Conservation Code and supplements	23		Document Using RESNET Approved Modeling Software
<b>SECTION 3: HEALTH AND INDOOR AIR QUALITY</b>				
4.2.1.18	No smoking inside of any building or within 25 ft. (or more) radius of exterior of any building	3		Healthy Jobsite Plan
<b>SECTION 4: MATERIALS AND DESIGN EFFICIENCY</b>				
5.1.1.13	Minimize construction waste by providing a jobsite recycling area. See Reference E - <i>Guidelines for Jobsite Recycling</i>	5		Photograph
5.3.1.23	Minimize material waste in design phase of project and provide substantiation	3		Builder's Statment
5.3.12.7	Install a metal, concrete, slate, tile, or clay roof	8		Product Info
5.3.12.9	Self adhering underlayment on eaves, valleys & penetrations	3		Photo
5.3.12.10	Self adhering underlayment on entire roof	3		Photo

# Multi-Lot Development and Single Lot Development Vegetated Open Space and Maximum Impervious Surface Area Tables

## Special Notes:

\* Multi-Lot Development and Single Lot Development projects with Type A (outwash) soils should infiltrate 100-percent of runoff.

\* Multi-Lot Development and Single Lot Development projects should develop, submit, and seek approval (from the local jurisdiction) for a stormwater management and LID maintenance plan/program, one that includes source control BMPs.

**Table A (Vegetated Open Space and Maximum Impervious Surface Area)**

Land Use Category	Vegetated Open Space <sup>1</sup>	Maximum Impervious Surface Area <sup>2</sup>
Rural Residential	65%	10%
Urban Residential <b>less than or equal to</b> 6.0 Dwelling Units per Acre	35%	See Table B
Urban Residential <b>greater than</b> 6.0 Dwelling Units per Acres	20%	See Table B
Multi-Family <sup>3,4</sup>	20%	70%
Commercial <sup>4</sup>	10%	70%
Roads	n/a	n/a

Note: Please see the important referenced notes below.

**Table B (Urban Residential Impervious Surface Area)**

Dwelling Units Per Acre	Maximum % Impervious Surface Area
less than or equal to 1.4 du/acre	10%
1.5-2.4 du/acre	15%
2.5-3.4 du/acre	20%
3.5-4.9 du/acre	30%
5.0-6.9 du/acre	35%
7.0-9.9 du/acre	40%
greater than or equal to 10.0 du/acre	60%

## Superscript notes from Table A:

1. Vegetated open space includes native, undisturbed areas or rehabilitation of the previously disturbed areas. Vegetated open space may integrate passive recreation facilities. Active recreation areas shall not count towards vegetated open space total.

2. Impervious area includes all hard surfaces that impede infiltration of rainfall into the underlying soil profile. These surfaces include but are not limited to compacted soil, asphalt concrete pavement, cement concrete pavement, roofs, and gravel paved areas. Green roofs and minimal excavation foundations, subject to conformance with applicable Department of Ecology BMPs, are not included in the total impervious area. Rainwater harvesting systems based on documented water balance may be used to reduce the calculated total impervious area. Permeable pavement systems such as modular grid pavement or pervious concrete count against the impervious surface totals only to the extent indicated by Section 7.1.1 of the LID Technical Guidance Manual.

3. Multi-family projects are those projects containing more than four dwelling units attached in a single structure, regardless of ownership mechanism.

4. Multi-family and commercial projects must use pervious pavement for at least 20 percent of all paved surfaces.

Final Note: Tables A and B represent only a portion of the recommendations from AHBL Engineering, the contractor the Puget Sound Action Team hired to provide Low Impact Development assistance to local governments in 2005-06. Other recommendations from AHBL, while considered valuable by the Site and Water Subcommittee, were deemed to be beyond the scope and too detailed to be part of these Built Green Checklists at this time.



# Checklist 2008 References

## Reference C: Site Planning

Contact Clallam Conservation District for information on natural landscaping and recommended landscape plants for your site. (360) 452-1912

## Reference D: Guideline for Involving Subcontractors to Implement a Healthy Jobsite Plan

The general contractor/builder should contract with subs that understand and/or are interested in and committed to building healthy, environmentally sensitive homes.

Make sure that subs understand why it's important to the customer to have a healthy and/or environmentally sensitive built home. Plan a meeting for subs, their employees, and the customer, to carefully explain why they should work together to build a healthy home and keep the jobsite healthy (making sure that non-English speakers also understand the concepts). Each person at the meeting should receive a written explanation of the special nature of the project, as well as the importance of low impact site development, a healthy jobsite, and adherence to waste reduction through jobsite recycling. Have your customers explain why it's important to them, and allow subs and their employees to ask questions and make suggestions.

### **Expectations**

Have each sub and each employee sign a written contract or letter of commitment that they will abide by the healthy jobsite rules to prevent unintended contamination of the jobsite. These agreements should include the following:

- No smoking or burning of materials on the jobsite
- Use materials such as adhesives or finishes that do not off gas VOCs such as toxic vapors
- Duct dust from cutting of wood, tiles, siding, etc. away from jobsite
- Provide and use breathing masks, eye, and ear protection
- Contain garbage, especially any dust and fumes, away from home
- Prevent vehicle fumes near house (diesel and other delivery trucks kept away from house and engines shut off)
- No use or storage of hazardous materials on site
- Have soap and water available to wash machine oil from hands of workers
- Customers must stay offsite during operations that might compromise their health and safety
- Clean out all air ducts
- Keep animals and food out of house
- Prevent spilling of hydraulic fluid

A general contractor or a person knowledgeable about the agreed-upon healthy jobsite needs to be on-site daily to prevent unintended contamination and problematic substitutions of materials by subs or their employees.

## Reference E: Guidelines for Jobsite Recycling

Create a series of bins available for all trades on the job site. These bins should be clearly marked for specific materials as follows:

- Metal
- Glass
- Plastics
- Paper
- Cardboard
- Wood

Plastic garbage bins or temporary wooden bays are suitable. All of these products can be recycled at the Port Angeles landfill site or Blue Mountain Transfer Station. This process helps keep the job site clean, healthy and safe. Cost savings result from dumping fees and post construction clean-up.