



INFORMATION SHEET

NO. M-04

DATE : August 28, 2024
SUBJECT : Mechanical, Electrical, and Plumbing
TITLE : **Title-24 California Energy Code and San Francisco Green Building Code Inspection Checklists for Non-residential, High-Rise Residential, and Hotel/Motel Buildings**

PURPOSE : The purpose of this Information Sheet is to provide energy efficiency and green building requirements inspection checklists for non-residential, high-rise residential, and hotel/motel buildings.

REFERENCE : California Energy Code (CEC), Current Edition
California Green Building Standards Code (CAL Green), Current Edition
San Francisco Green Building Code (SFGBC), Current Edition
Administrative Bulletin 093 (AB-093): Implementation of Green Building Regulations
DBI Information Sheet M-06: Title-24 California Energy Code Certificate of Installation, Verification, and Acceptance Compliance Requirements and San Francisco Green Building Code Compliance Verification Requirements

DISCUSSION :

Prior to permit approval, the applicable CEC and SFGBC inspection requirements shall be specified by the responsible designer by filling out the appropriate inspection checklists. The CEC and SFGBC inspection checklists specifying the required inspections shall be completed and affixed to the drawings for permit application submittal. The appropriate checklists depend on the project type. For non-residential, high-rise residential, and hotel/motel buildings, the CEC and SFGBC inspection checklists are contained in Attachments 1 through 3 of this information sheet as follows:

IS M-04 Attachment 1: Title-24 California Energy Code & San Francisco Green Building Code Inspection Checklist Non-Residential (Building)

IS M-04 Attachment 2: Title-24 California Energy Code Inspection Checklist Non-Residential (Electrical)

IS M-04 Attachment 3: Title-24 California Energy Code Inspection Checklist Non-Residential (Plumbing)

Refer to Information Sheet M-06 for energy efficiency and green building inspection checklists for other project types. To obtain CEC installation, verification, and acceptance compliance and SFGBC final compliance verification, refer to the procedures outlined in Information Sheet M-06.



Effective Date of the Provisions of this Information Sheet

The provisions of this information sheet became effective for building permit applications submitted on or after January 1, 2023. The provisions of the AB-093 Attachment E form are required for new construction and major alteration permits that have a final certificate of occupancy after January 1, 2019.

A handwritten signature in blue ink, appearing to read "Patrick O'Riordan".

08/29/2024

Patrick O'Riordan, C.B.O.

Date

Director

Department of Building Inspection

This Information Sheet is subject to modification at any time. For the most current version, visit our website at sfdbi.org.

NOTICE

Title-24 California Energy Code & San Francisco Green Building Code Inspection Checklist NON-RESIDENTIAL (BUILDING)

Certificates of Installation, Verification, and/or Acceptance are required for this project, as indicated on the checklist issued with this permit. Ensuring the accurate completion of this documentation is the direct responsibility of the Responsible Designer. This documentation is required in addition to site inspections performed by the Department of Building Inspection.

For questions regarding the details or extent of required documentation or testing, and if there are any field problems regarding documentation or testing, please contact your district building inspector or call (628)652-3400.

Before the final building inspection is scheduled, documentation of California Energy Code (CEC) compliance "Certificate of Installation, Acceptance, and Verification" and San Francisco Green Building Code (SFGBC) compliance "Administrative Bulletin AB-093 Attachment E" must be completed and signed by the Responsible Designer. The permit will not be finalized without compliance with the energy inspection requirements.

Energy Inspection Services contact information:

1. Telephone: (628) 652-3407
2. Email: dbi.energyinspections@sfgov.org
3. In person: 49 South Van Ness Ave., 4th floor

Please submit all special inspection submittals, including final letters, to:
dbi.energyinspections@sfgov.org

Installation, Acceptance, and Verification certificates can be found on the California Energy Commission website at www.energy.ca.gov/programs-and-topics/programs/building-energy-efficiency-standards/2022-building-energy-efficiency.

Information Sheet M-06 provides submittal instructions for the Title-24 CEC and SFGBC certificates of installation, verification, and acceptance. M-06 may be found on the SFDBI website at www.sf.gov/resource/2022/information-sheets-dbi.

**Title-24 California Energy Code & San Francisco Green Building Code Inspection Checklist
NON-RESIDENTIAL (BUILDING)**

A COPY OF THIS DOCUMENT SHALL BE KEPT WITH THE APPROVED DRAWING SET

JOB ADDRESS _____ APPLICATION NO. _____ ADDENDUM NO. _____

RESPONSIBLE DESIGNER NAME _____ PHONE NO. _____

Installation, Acceptance, Verification, and/or Green Building compliance documentation shall be completed per Information Sheet M-06. In accordance with the requirements of the California Energy Code, San Francisco Green Building Code and SFDBI Administrative Bulletin AB-093, the following documentation are required for the **building** elements in this project:

1. Installation <i>Envelope</i> <input type="checkbox"/> NRCI-ENV-E Envelope (IB71) <i>Process</i> <input type="checkbox"/> NRCI-PRC-E Covered Processes (IB73)		<i>Mechanical</i> <input type="checkbox"/> NRCI-MCH-E Mechanical (IB72) <input type="checkbox"/> NRCI-MCH-20-F Duct Leakage (IB91) <input type="checkbox"/> NRCI-MCH-22-F Fan Efficacy (IB92)		<input type="checkbox"/> NRCI-MCH-23-F Airflow Rate (IB93) <input type="checkbox"/> NRCI-MCH-25-F Refrigerant Charge (IB94)	
2. Acceptance <i>Envelope</i> <input type="checkbox"/> NRCA-ENV-02-F Fenestration Acceptance (AB1) <input type="checkbox"/> NRCA-ENV-03-F Daylighting Design PAF Acceptance (AB25) <i>Process</i> <input type="checkbox"/> NRCA-PRC-01-F Compressed Air Systems (AB15) <input type="checkbox"/> NRCA-PRC-02-F Commercial Kitchen Exhaust (AB16) <input type="checkbox"/> NRCA-PRC-03-F Parking Garage Exhaust (AB17) <input type="checkbox"/> NRCA-PRC-04-F Refrigerated Warehouse – Evaporator Fan Controls (AB18) <input type="checkbox"/> NRCA-PRC-05-F Refrigerated Warehouse – Evaporative Condenser Controls (AB19) <input type="checkbox"/> NRCA-PRC-06-F Refrigerated Warehouse – Air-cooled Condenser Controls (AB20) <input type="checkbox"/> NRCA-PRC-07-F Refrigerated Warehouse – Variable Speed Compressor (AB21) <input type="checkbox"/> NRCA-PRC-08-F Refrigerated Warehouse – Electric Resistance Underslab Heating System (AB22) <input type="checkbox"/> NRCA-PRC-12-F Elevator Lighting & Ventilation Controls (AB23) <input type="checkbox"/> NRCA-PRC-13-F Escalators & Moving Walkways Speed Controls (AB24) <input type="checkbox"/> NRCA-PRC-14-F Lab Exhaust Ventilation System (AB27) <input type="checkbox"/> NRCA-PRC-15-F Fume Hood Automatic Sash Closure System (AB28) <input type="checkbox"/> NRCA-PRC-16-F Adiabatic Condensers and Condenser Fan Motor Variable Speed Control (AB29)		<i>Mechanical</i> <input type="checkbox"/> NRCA-MCH-02-A Outdoor Air (AB2) <input type="checkbox"/> NRCA-MCH-03-A Constant Volume Single Zone HVAC (AB3) <input type="checkbox"/> NRCA-MCH-04-H HERS Air Distribution Duct Leakage Testing (AB4) <input type="checkbox"/> NRCA-MCH-05-A Air Economizer Controls (AB5) <input type="checkbox"/> NRCA-MCH-06-A Demand Control Ventilation (DVC) (AB6) <input type="checkbox"/> NRCA-MCH-07-A Supply Fan Variable Flow Controls (VFC) (AB7) <input type="checkbox"/> NRCA-MCH-11-A Automatic Demand Shed Controls (AB8) <input type="checkbox"/> NRCA-MCH-12-A Fault Detection & Diagnostics for DX Units (AB9) <input type="checkbox"/> NRCA-MCH-13-A Automatic Fault Detection & Diagnostics for Air Handling & Zone Terminal Units (AB10) <input type="checkbox"/> NRCA-MCH-14-A Distributed Energy Storage DX AC Systems Test (AB11) <input type="checkbox"/> NRCA-MCH-15-A Thermal Energy Storage (TES) Systems (AB12) <input type="checkbox"/> NRCA-MCH-16-A Supply Air Temperature Reset Controls (AB13) <input type="checkbox"/> NRCA-MCH-18-A Energy Management Control System (AB14) <input type="checkbox"/> NRCA-MCH-19-A Occupied Standby Acceptance (AB26) <input type="checkbox"/> NRCA-MCH-20-A Multifamily Ventilation (AB32) <input type="checkbox"/> NRCA-MCH-21-A Multifamily Leakage (AB33) <input type="checkbox"/> NRCA-MCH-22-A System Duct Leakage (AB34) <input type="checkbox"/> NRCA-MCH-23-A HRV ERV Verification (AB35)			
3. Verification <i>Mechanical</i> <input type="checkbox"/> NRCV-MCH-04-H HERS Duct Leakage Diagnostic Test (VB55) <input type="checkbox"/> NRCV-MCH-024-H HERS Enclosure Air Leakage Worksheet (VB61) <input type="checkbox"/> NRCV-MCH-027-H HERS Indoor Air Quality (IAQ) (VB62) <input type="checkbox"/> NRCV-MCH-032-H HERS Local Mechanical Exhaust (VB63)		4. Green Building (For New Construction and Major Alterations) <input type="checkbox"/> Green Building AB-093 Attachment E (GBC1) 5. All-Electric (For New Construction) <input type="checkbox"/> All-Electric Compliance AB-112 Attachment 2 (AEC1)			

Required information:

Prepared by: _____ Email: _____ Date: _____
Responsible Designer Signature

Review by: _____ Phone: _____
DBI Engineer or Plan Reviewer

APPROVAL (Based on submitted reports)

DATE DBI Building Inspector or Energy Inspection Services Staff

NOTICE

Title-24 California Energy Code Inspection Checklist NON-RESIDENTIAL (ELECTRICAL)

Certificates of Installation, Verification, and/or Acceptance are required for this project, as indicated on the checklist issued with this permit. Ensuring the accurate completion of this documentation is the direct responsibility of the Responsible Designer. This documentation is required in addition to site inspections performed by the Department of Building Inspection.

For questions regarding the details or extent of required documentation or testing, and if there are any field problems regarding documentation or testing, please contact your district building inspector or call (628) 652-3400.

Before final building inspection is scheduled, documentation of California Energy Code (CEC) compliance "Certificate of Installation, Acceptance, and Verification" must be completed and signed by the Responsible Designer. The permit will not be finalized without compliance with the energy inspection requirements.

Energy Inspection Services contact information:

1. Telephone: (628) 652-3407
2. Email: dbi.energyinspections@sfgov.org
3. In person: 49 South Van Ness Ave., 4th floor

Please submit all special inspection submittals, including final letters, to dbi.energyinspections@sfgov.org.

Installation, Acceptance, and Verification certificates can be found on the California Energy Commission website at www.energy.ca.gov/programs-and-topics/programs/building-energy-efficiency-standards/2022-building-energy-efficiency.

Information Sheet M-06 provides submittal instructions for the Title-24 CEC installation, verification, and acceptance energy certificates. M-06 may be found on the SFDBI website at www.sf.gov/resource/2022/information-sheets-dbi.

**Title-24 California Energy Code Inspection Checklist
NON-RESIDENTIAL ENERGY (ELECTRICAL)**

A COPY OF THIS DOCUMENT SHALL BE KEPT WITH THE APPROVED DRAWING SET

JOB ADDRESS _____ APPLICATION NO. _____ ADDENDUM NO. _____
RESPONSIBLE DESIGNER NAME _____ PHONE NO. _____

Installation, Acceptance, and/or Verification compliance documentation shall be completed per Information Sheet M-06. In accordance with the requirements of the California Energy Code, the following documentation is required for the **electrical** elements in this project:

<p>1. Installation</p> <p><i>Indoor Lighting</i></p> <p><input type="checkbox"/> NRCI-LTI-E Indoor Lighting (IE21)</p> <hr/> <p><i>Outdoor Lighting</i></p> <p><input type="checkbox"/> NRCI-LTO-E Outdoor Lighting (IE22)</p> <hr/> <p><i>Sign Lighting</i></p> <p><input type="checkbox"/> NRCI-LTS-E Sign Lighting (IE23)</p> <hr/> <p><i>Electrical</i></p> <p><input type="checkbox"/> NRCI-ELC-E Electrical (IE24)</p> <hr/> <p><i>Solar</i></p> <p><input type="checkbox"/> NRCI-SAB-E Solar Access Requirements (IE25)</p>	<p>2. Acceptance</p> <p><i>Indoor Lighting</i></p> <p><input type="checkbox"/> NRCA-LTI-02-A Shut-Off Lighting Controls (AE1)</p> <p><input type="checkbox"/> NRCA-LTI-03-A Automatic Daylighting Controls (AE2)</p> <p><input type="checkbox"/> NRCA-LTI-04-A Demand Response Controls (AE3)</p> <p><input type="checkbox"/> NRCA-LTI-05-A Institutional Tuning Power Adjustment Factor (PAF) (AE5)</p> <hr/> <p><i>Outdoor Lighting</i></p> <p><input type="checkbox"/> NRCA-LTO-02-A Outdoor Lighting Controls (AE4)</p>
--	---

Required information:

Prepared by: _____ Email: _____ Date: _____
Responsible Designer Signature

Review by: _____ Phone: _____
DBI Engineer or Plan Reviewer

APPROVAL (Based on submitted reports)

DATE

DBI Building Inspector or Energy Inspection Services Staff

NOTICE

Title-24 California Energy Code Inspection Checklist NON-RESIDENTIAL (PLUMBING)

Certificates of Installation, Acceptance, and/or Verification are required for this project, as indicated on the checklist issued with this permit. Ensuring the accurate completion of this documentation is the direct responsibility of the Responsible Designer. This documentation is required in addition to site inspections performed by the Department of Building Inspection.

For questions regarding the details or extent of required documentation or testing, and if there are any field problems regarding documentation or testing, please contact your district building inspector or call (628) 652-3400.

Before the final building inspection is scheduled, documentation of California Energy Code (CEC) compliance "Certificate of Installation, Acceptance, and Verification" must be completed and signed by the responsible person in charge. The permit will not be finalized without compliance with the energy inspection requirements.

Energy Inspection Services contact information

1. Telephone: (628) 652-3407
2. Email: dbi.energyinspections@sfgov.org
3. In person: 49 South Van Ness Ave., 4th floor

Please submit all special inspection submittals, including final letters, to:
dbi.energyinspections@sfgov.org

Installation, Acceptance, and Verification certificates can be found on the California Energy Commission website at: henergy.ca.gov/programs-and-topics/programs/building-energy-efficiency-standards/2022-building-energy-efficiency.

Information Sheet M-06 provides submittal instructions for the Title-24 CEC installation, verification, and acceptance energy certificates. M-06 may be found on the SFDBI website at: sf.gov/resource/2022/information-sheets-dbi.

**Title-24 California Energy Code Inspection Checklist
NON-RESIDENTIAL (PLUMBING)**

A COPY OF THIS DOCUMENT SHALL BE KEPT WITH THE APPROVED DRAWING SET

JOB ADDRESS _____ APPLICATION NO. _____ ADDENDUM NO. _____
RESPONSIBLE DESIGNER NAME _____ PHONE NO. _____

Installation, Acceptance, and/or Verification compliance documentation shall be completed per Information Sheet M-06. In accordance with the requirements of the California Energy Code, the following documentation is required for the **plumbing** work in this project:

<p>1. Installation</p> <p><i>Plumbing</i></p> <p><input type="checkbox"/> NRCI-PLB-E Plumbing (IP16)</p>	<p>3. Verification</p> <p><i>Plumbing</i></p> <p><input type="checkbox"/> NRCV-PLB-21-H High Rise Residential/Hotel/Motel Central Hot Water System Distribution (VP1)</p> <p><input type="checkbox"/> NRCV-PLB-22-H High Rise Residential/Hotel/Motel Single Dwelling Unit Hot Water System Distribution (VP4)</p>
<p>2. Acceptance</p> <p><i>Mechanical</i></p> <p><input type="checkbox"/> NRCA-MCH-08-A Valve Leakage Test (AP1)</p> <p><input type="checkbox"/> NRCA-MCH-09-A Supply Water Temperature Reset Controls (AP2)</p> <p><input type="checkbox"/> NRCA-MCH-10-A Hydronic System Variable Flow Controls (AP3)</p> <p><input type="checkbox"/> NRCA-MCH-17-A Condenser Water Temperature Reset Controls (AP4)</p>	

Required information:

Prepared by: _____ Email: _____ Date: _____
Responsible Designer Signature

Review by: _____ Phone: _____
DBI Engineer or Plan Reviewer

APPROVAL (Based on submitted reports)

DATE

DBI Building Inspector or Energy Inspection Services Staff