



INFORMATION SHEET

NO. M-03

DATE : January 1, 2023

SUBJECT : Mechanical (and Electrical & Plumbing)

TITLE : **2022 Title-24 Energy/Green Forms for Single-Family Residential Buildings**

PURPOSE : The purpose of this Information Sheet is to provide Title-24 energy inspection forms for single-family residential buildings based on the 2022 California Energy Code (CEC) and green building compliance per 2022 San Francisco Green Building Code (SFGBC) and Administrative Bulletin 093 (AB-093).

REFERENCE :

- 2022 California Energy Code
- 2022 San Francisco Green Building Code
- Administrative Bulletin 093 (AB-093)
- Information Sheet GB-01

DISCUSSION : The 2022 California Energy Code (CEC) will take effect on January 1, 2023. Additional and updated compliance, installation, and verification forms apply to the new Energy Code. Compliance with AB-093 Attachment E for new construction and major alterations.

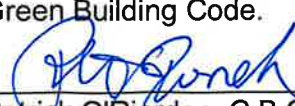
2022 California Energy Code Form Requirements for Single-Family Residential

Single-Family Residential Title-24 is comprised of Certificate of Compliance, Certificate of Installation, and Certificate of Verification forms. Compliance documentation of the AB-093 is comprised of Attachment E. The Single-Family Residential Energy/Green Inspection forms are included in the following attachments.

Effective Date of the Provisions of this Information Sheet

The provisions of this information sheet become 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.

Note: Refer to GB-01, Attachment H for projects required to exceed energy standards per San Francisco Green Building Code.


Patrick O'Riordan, C.B.O., Director
Department of Building Inspection


Date

Attachment Title-24 Energy Inspection Req. Single-Family Residential (Building)
Attachment Title-24 Energy Inspection Req. Single-Family Residential (Electrical)
Attachment Title-24 Energy Inspection Req. Single-Family Residential (Plumbing)



NOTICE

TITLE-24 SINGLE-FAMILY RESIDENTIAL ENERGY/GREEN INSPECTION REQUIREMENTS (BUILDING)

Please note that Certificates of Installation and/or Acceptance and/or Verification are required for this project, as indicated on this form issued with this permit. Ensuring the accurate completion of this documentation is the direct responsibility of the engineer/architect of record. This documentation is required *in addition to* the called 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 call your District Building Inspector or 628-652-3400.

Before final building inspection is scheduled, documentation of energy compliance "Certificate of Installation, Acceptance, and Verification" and green building "Attachment E" 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: 4th floor at 49 South Van Ness Ave.

Note: We are moving towards a 'paperless' mode of operation. All special inspection submittals, including final letters, may be emailed (preferred).

Installation, Acceptance, and Verification certificates can be found on the California Energy Commission website at <https://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 installation, verification, and acceptance energy certificates and Green Building Attachment E. M-06 may be found on the SFDBI website at <https://sf.gov/resource/2022/information-sheets-dbi>

TITLE-24 SINGLE-FAMILY RESIDENTIAL ENERGY/GREEN INSPECTION (BUILDING)

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

JOB ADDRESS _____ APPLICATION NO. _____ ADDENDUM NO. _____

ENGINEER/ARCHITECT NAME _____ PHONE NO. _____

Ensuring the completion of installation documentation as well as the required acceptance/verification testing is the direct responsibility of the undersigned. Installation documentation must be completed by the contractor performing the installation. Verification testing must be completed by a certified HERS rater. Verification testing must be completed by a certified HERS rater. Green Building Attachment E shall be completed as per SFGBC AB-093.

In accordance with the requirements of the 2022 California Energy Code, 2022 SFGBC and AB-093, the following documentation is required for the **building** elements in this project:

1. Installation <i>Addition and Alteration</i> <input type="checkbox"/> CF2R-ADD-02-E Non HERS – Prescriptive Additions Simple (IB53) <input type="checkbox"/> CF2R-ALT-05-E Non HERS – Prescriptive Alterations Simple (IB54) <i>Envelope</i> <input type="checkbox"/> CF2R-ENV-01-E Non HERS – Fenestration Installation (IB1) <input type="checkbox"/> CF2R-ENV-03-E Non HERS – Insulation Installation (IB3) <input type="checkbox"/> CF2R-ENV-04-E Non HERS – Roofing-Radiant Barrier (IB4) <input type="checkbox"/> CF2R-ENV-20-H HERS – Building Envelope Air Leakage Test (IB56) <input type="checkbox"/> CF2R-ENV-21-H HERS – Quality Insulation Installation (QII) - Framing Stage (IB64) <input type="checkbox"/> CF2R-ENV-22-H HERS – Quality Insulation Installation (QII) - Insulation Stage (IB65) <i>Solar Ready</i> <input type="checkbox"/> CF2R-SRA-01-E – Solar Ready Buildings – New Constructions (IB68) <input type="checkbox"/> CF2R-SRA-02-E – Minimum Solar Zone Area Worksheet – New Constructions (IB69) <i>Mechanical</i> <input type="checkbox"/> CF2R-MCH-01-E Non HERS – Space Conditioning Systems (IB57)	<i>Mechanical (continued)</i> <input type="checkbox"/> CF2R-MCH-02-E Non HERS – Whole house fan (IB13) <input type="checkbox"/> CF2R-MCH-20-H HERS – Duct Leakage (IB58) <input type="checkbox"/> CF2R-MCH-21-H HERS – Duct Location (IB18) <input type="checkbox"/> CF2R-MCH-22-H HERS – Space Conditioning System Fan Efficacy (IB59) <input type="checkbox"/> CF2R-MCH-23-H HERS – Space Conditioning System Airflow Rate (IB60) <input type="checkbox"/> CF2R-MCH-25-H HERS – Refrigerant Charge Verification (IB62) <input type="checkbox"/> CF2R-MCH-26-H HERS – Verified EER or SEER (IB27) <input type="checkbox"/> CF2R-MCH-27-H HERS – IAQ (IB63) <input type="checkbox"/> CF2R-MCH-28-H HERS – Return Duct Design and Air Filter Grille Device Sizing According to Tables 150.0-B or C (IB31) <input type="checkbox"/> CF2R-MCH-29-H HERS – Duct Surface Area Reduction; R-Value; Buried Ducts Compliance Credit (IB32) <input type="checkbox"/> CF2R-MCH-30-E HERS – Ventilation Cooling Compliance Credit (IB55) <input type="checkbox"/> CF2R-MCH-31-H HERS – Whole house fan (IB66) <input type="checkbox"/> CF2R-MCH-32-H HERS – Local Mechanical Exhaust (IB67) <input type="checkbox"/> CF2R-MCH-33-H HERS – Variable Capacity Heat Pump Compliance Credit (IB70)
2. Verification <i>Existing Conditions</i> <input type="checkbox"/> CF3R-EXC-20-H HERS – HERS Verification of Existing Conditions for Residential Alterations (VB47) <i>Envelope</i> <input type="checkbox"/> CF3R-ENV-20-H HERS – Building Envelope Air Leakage Test (VB48) <input type="checkbox"/> CF3R-ENV-21-H HERS – Quality Insulation Installation (QII) - Framing Stage (VB56) <input type="checkbox"/> CF3R-ENV-22-H HERS – Quality Insulation Installation (QII) - Insulation Stage (VB57) <i>Mechanical</i> <input type="checkbox"/> CF3R-MCH-20-H HERS – Duct Leakage Test (VB49) <input type="checkbox"/> CF3R-MCH-21-H HERS – Duct Location (VB12) <input type="checkbox"/> CF3R-MCH-22-H HERS – Space Conditioning System Fan Efficacy (VB50) <input type="checkbox"/> CF3R-MCH-23-H HERS – Space Conditioning System Airflow Rate (VB51)	<i>Mechanical (continued)</i> <input type="checkbox"/> CF3R-MCH-25-H HERS – Refrigerant Charge Verification (VB53) <input type="checkbox"/> CF3R-MCH-26-H HERS – Verified EER or SEER (VB21) <input type="checkbox"/> CF3R-MCH-27-H HERS – IAQ (VB54) <input type="checkbox"/> CF3R-MCH-28-H HERS – Return Duct Design and Air Filter Grille Device Sizing According to Tables 150.0-B or C (VB25) <input type="checkbox"/> CF3R-MCH-29-H HERS – Duct Surface Area Reduction; R-Value; Buried Ducts Compliance Credit (VB27) <input type="checkbox"/> CF3R-MCH-30-H HERS – Ventilation Cooling Compliance Credit (VB60) <input type="checkbox"/> CF3R-MCH-31-H HERS – Whole house fan (VB58) <input type="checkbox"/> CF3R-MCH-32-H HERS – Local Mechanical Exhaust (VB59) <input type="checkbox"/> CF3R-MCH-33-H HERS – Variable Capacity Heat Pump Compliance Credit (VB64)
3. Green Building (For New Construction and Major Alterations) <input type="checkbox"/> Green Building Attachment E (GBC1)	

Required information:

Prepared by: _____ Date: _____
Engineer/Architect of Record Signature

Fax: _____ Email: _____

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

APPROVAL (Based on submitted reports)

DATE _____ DBI Building Inspector or Energy Inspection Services Staff

QUESTIONS ABOUT TITLE-24 ENERGY INSPECTION SHOULD BE DIRECTED TO:
Energy Inspection Services (628) 652-3407; or, dbi.energyinspections@sfgov.org



NOTICE

TITLE-24 SINGLE-FAMILY RESIDENTIAL ENERGY INSPECTION REQUIREMENTS (ELECTRICAL)

Please note that Certificates of Installation and/or Acceptance and/or Verification are required for this project, as indicated on this form issued with this permit. Ensuring the accurate completion of this documentation is the direct responsibility of the engineer/architect of record. This documentation is required *in addition to* the called 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 call your District Building Inspector or 628-652-3400.

Before final building inspection is scheduled, documentation of energy 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

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Note: We are moving towards a 'paperless' mode of operation. All special inspection submittals, including final letters, may be emailed (preferred).

Installation, Acceptance, and Verification certificates can be found on the California Energy Commission website at <https://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 installation, verification, and acceptance energy certificates and Green Building Attachment E. M-06 may be found on the SFDBI website at <https://sf.gov/resource/2022/information-sheets-dbi>

TITLE-24 SINGLE-FAMILY RESIDENTIAL ENERGY INSPECTION (ELECTRICAL)

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

JOB ADDRESS _____ APPLICATION NO. _____ ADDENDUM NO. _____

ENGINEER/ARCHITECT NAME _____ PHONE NO. _____

Ensuring the completion of installation documentation as well as the required acceptance/verification testing is the direct responsibility of the undersigned. Installation documentation must be completed by the contractor performing the installation. Verification testing must be completed by a certified HERS rater.

In accordance with the requirements of the 2022 California Energy Code, the following documentation is required for the **electrical** elements in this project:

1. Installation

Electrical

- ☐ CF2R-LTG-01-E Lighting – Single Family Dwellings (**IE1**)
- ☐ CF2R-ELC-01-E Electric Ready (**IE20**)

Solar

- ☐ CF2R-PVB-01-E Photovoltaic Systems (**IE18**)
- ☐ CF2R-PVB-02-E Battery Storage Systems (**IE19**)

Required information:

Prepared by: _____ Date: _____
Engineer/Architect of Record Signature

Fax: _____ Email: _____

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

APPROVAL (Based on submitted reports)

DATE _____ DBI Electrical Inspector or Energy Inspection Services Staff



NOTICE

TITLE-24 SINGLE-FAMILY RESIDENTIAL ENERGY INSPECTION REQUIREMENTS (PLUMBING)

Please note that Certificates of Installation and/or Acceptance and/or Verification are required for this project, as indicated on this form issued with this permit. Ensuring the accurate completion of this documentation is the direct responsibility of the engineer/architect of record. This documentation is required *in addition to* the called 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 call your District Building Inspector or 628-652-3400.

Before final building inspection is scheduled, documentation of energy compliance "Certificate of Installation, Acceptance, and Verification" and green building "Attachment E" must be completed and signed by the responsible person in charge. ***The permit will not be finalized without compliance with the energy inspection requirements.***

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TITLE-24 SINGLE-FAMILY RESIDENTIAL ENERGY INSPECTION (PLUMBING)

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JOB ADDRESS _____ APPLICATION NO. _____ ADDENDUM NO. _____

ENGINEER/ARCHITECT NAME _____ PHONE NO. _____

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In accordance with the requirements of the 2022 California Energy Code, the following documentation is required for the **plumbing** work in this project:

1. Installation

Plumbing

- ☐ CF2R-PLB-02-E DHW Non-HERS - Single Dwelling Unit Hot Water System Distribution **(IP5)**
- ☐ CF2R-PLB-03-E DHW Non-HERS - Pool and Spa Heating System **(IP7)**
- ☐ CF2R-PLB-22-H DHW HERS - HERS Single Dwelling Unit Hot Water System Distribution **(IP8)**

Solar

- ☐ CF2R-STH-01-E Solar Water Heating System **(IP1)**

Mechanical

- ☐ CF2R-MCH-04-E Non HERS – Evaporative coolers **(IP2)**

2. Verification

- ☐ CF3R-PLB-22-H DHW HERS - HERS Single Dwelling Unit Hot Water System Distribution **(VP3)**

Required information:

Prepared by: _____ Date: _____
Engineer/Architect of Record Signature

Fax: _____ Email: _____

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

APPROVAL (Based on submitted reports)

DATE _____ DBI Plumbing Inspector or Energy Inspection Services Staff



INFORMATION SHEET

NO. M-04

DATE : January 1, 2023

SUBJECT : Mechanical (and Electrical & Plumbing)

TITLE : **2022 Title-24 Energy/Green Forms for Non-Residential, High-Rise Residential, and Hotel/Motel Buildings**

PURPOSE : The purpose of this Information Sheet is to provide Title-24 energy inspection forms for non-residential, high-rise residential, and hotel/motel buildings based on the 2022 California Energy Code (CEC) and green building compliance per 2022 San Francisco Green Building Code (SFGBC) and Administrative Bulletin 093 (AB-093).

REFERENCE :

- 2022 California Energy Code
- 2022 San Francisco Green Building Code
- Administrative Bulletin 093 (AB-093)
- Information Sheet GB-01

DISCUSSION : The 2022 California Energy Code (CEC) will take effect on January 1, 2023. Additional and updated compliance, installation, and verification forms apply to the new Energy Code. Compliance with AB-093 Attachment E for new construction and major alterations.

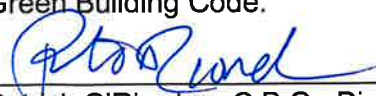
2022 California Energy Code Form Requirements for Non-residential

Non-Residential, High-Rise Residential, and Hotel/Motel Title-24 is comprised of Certificate of Compliance, Certificate of Installation, Certificate of Acceptance, and Certificate of Verification forms. Compliance documentation of the AB-093 is comprised of Attachment E. The Non-Residential Energy Inspection forms are included in the following attachments.

Effective Date of the Provisions of this Information Sheet

The provisions of this information sheet become 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.

Note: Refer to GB-01, Attachment H for projects required to exceed energy standards per San Francisco Green Building Code.


Patrick O'Riordan, C.B.O., Director
Department of Building Inspection


Date

Attachment Title-24 Energy Inspection Req. Non-Residential (Building)
Attachment Title-24 Energy Inspection Req. Non-Residential (Electrical)
Attachment Title-24 Energy Inspection Req. Non-Residential (Plumbing)

Energy Inspection Services
49 South Van Ness Ave – San Francisco CA 94103
Office (628) 652-3407 – www.sfgov.org/dbi (website)



NOTICE

TITLE-24 NON-RESIDENTIAL ENERGY/GREEN INSPECTION REQUIREMENTS (BUILDING)

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

TITLE-24 NON-RESIDENTIAL ENERGY/GREEN INSPECTION (BUILDING)

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

JOB ADDRESS _____ APPLICATION NO. _____ ADDENDUM NO. _____

ENGINEER/ARCHITECT NAME _____ PHONE NO. _____

Ensuring the completion of installation documentation as well as the required acceptance/verification testing is the direct responsibility of the undersigned. Installation documentation must be completed by the contractor performing the installation. Acceptance testing must be performed by an individual licensed to perform the specific testing needed. Verification testing must be completed by a certified HERS rater. Green Building Attachment E shall be completed as per SFGBC AB-093.

In accordance with the requirements of the 2022 California Energy Code, 2022 SFGBC and AB-093, the following documentation is required for the **building** elements in this project:

1. Installation <i>Envelope</i> <input type="checkbox"/> NRCA-ENV-E Envelope (IB71)		<i>Mechanical</i> <input type="checkbox"/> NRCI-MCH-E Mechanical (IB72)	<i>Process</i> <input type="checkbox"/> NRCI-PRC-E Covered Processes (IB73)
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 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 Attachment E (GBC1)	

Required information:

Prepared by: _____ Date: _____
Engineer/Architect of Record Signature

Fax: _____ Email: _____

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

APPROVAL (Based on submitted reports)

DATE _____ DBI Building Inspector or Energy Inspection Services Staff

QUESTIONS ABOUT TITLE-24 ENERGY INSPECTION SHOULD BE DIRECTED TO:
Energy Inspection Services (628) 652-3407; or, dbi.energyinspections@sfgov.org



NOTICE

TITLE-24 NON-RESIDENTIAL ENERGY INSPECTION REQUIREMENTS (ELECTRICAL)

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2. Email: dbi.energyinspections@sfgov.org
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Information Sheet M-06 provides submittal instructions for the Title-24 installation, verification, and acceptance energy certificates. M-06 may be found on the SFDBI website at <http://sfdbi.org/information-sheets>

TITLE-24 NON-RESIDENTIAL ENERGY INSPECTION (ELECTRICAL/LIGHTING)

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

JOB ADDRESS _____ APPLICATION NO. _____ ADDENDUM NO. _____

ENGINEER/ARCHITECT NAME _____ PHONE NO. _____

Ensuring the completion of installation documentation as well as the required acceptance/verification testing is the direct responsibility of the undersigned. Installation documentation must be completed by the contractor performing the installation. Verification testing must be completed by a certified HERS rater.

In accordance with the requirements of the 2022 California Energy Code, the following documentation is required for the **electrical** elements in this project:

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

Required information:

Prepared by: _____ Date: _____
Engineer/Architect of Record Signature

Fax: _____ Email: _____

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

APPROVAL (Based on submitted reports)

DATE _____ DBI Electrical Inspector or Energy Inspection Services Staff



NOTICE

TITLE-24 NON-RESIDENTIAL ENERGY INSPECTION REQUIREMENTS (PLUMBING)

Please note that Certificates of Installation and/or Acceptance and/or Verification are required for this project, as indicated on this form issued with this permit. Ensuring the accurate completion of this documentation is the direct responsibility of the engineer/architect of record. This documentation is required *in addition to* the called 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 call your District Building Inspector or 628-652-3400.

Before final building inspection is scheduled, documentation of energy compliance "Certificate of Installation, Acceptance, and Verification" and green building "Attachment E" 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: 4th floor at 49 South Van Ness Ave.

Note: We are moving towards a 'paperless' mode of operation. All special inspection submittals, including final letters, may be emailed (preferred).

Installation, Acceptance, and Verification certificates can be found on the California Energy Commission website at <https://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 installation, verification, and acceptance energy certificates. M-06 may be found on the SFDBI website at <http://sfdbi.org/information-sheets>

TITLE-24 NON-RESIDENTIAL ENERGY INSPECTION (PLUMBING)

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

JOB ADDRESS _____ APPLICATION NO. _____ ADDENDUM NO. _____

ENGINEER/ARCHITECT NAME _____ PHONE NO. _____

Ensuring the completion of installation documentation as well as the required acceptance/verification testing is the direct responsibility of the undersigned. Installation documentation must be completed by the contractor performing the installation. Verification testing must be completed by a certified HERS rater.

In accordance with the requirements of the 2022 California Energy Code, the following documentation is required for the **plumbing** work in this project:

1. Installation

Plumbing

☐ NRCI-PLB-E Plumbing (**IP16**)

2. Acceptance

Mechanical

- ☐ NRCA-MCH-08-A Valve Leakage Test (**AP1**)
- ☐ NRCA-MCH-09-A Supply Water Temperature Reset Controls (**AP2**)
- ☐ NRCA-MCH-10-A Hydronic System Variable Flow Controls (**AP3**)
- ☐ NRCA-MCH-17-A Condenser Water Temperature Reset Controls (**AP4**)

3. Verification

Plumbing

- ☐ NRCV-PLB-21-H High Rise Residential/Hotel/Motel Central Hot Water System Distribution (**VP1**)
- ☐ NRCV-PLB-22-H High Rise Residential/Hotel/Motel Single Dwelling Unit Hot Water System Distribution (**VP4**)

Required information:

Prepared by: _____ Date: _____
Engineer/Architect of Record Signature

Fax: _____ Email: _____

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

APPROVAL (Based on submitted reports)

DATE _____ DBI Plumbing Inspector or Energy Inspection Services Staff



INFORMATION SHEET

NO. M-08

DATE : January 1, 2023

SUBJECT : Mechanical (and Electrical & Plumbing)

TITLE : **2022 Title-24 Energy/Green Forms for Low-Rise Multi-Family Residential Buildings**

PURPOSE : The purpose of this Information Sheet is to provide Title-24 energy inspection forms for low-rise multi-family residential buildings based on the 2022 California Energy Code (CEC) and green building compliance per 2022 San Francisco Green Building Code (SFGBC) and Administrative Bulletin 093 (AB-093).

REFERENCE :

- 2022 California Energy Code
- 2022 San Francisco Green Building Code
- Administrative Bulletin 093 (AB-093)
- Information Sheet GB-01

DISCUSSION : The 2022 California Energy Code (CEC) will take effect on January 1, 2023. Additional and updated compliance, installation, and verification forms apply to the new Energy Code. Compliance with AB-093 Attachment E for new construction and major alterations.

2022 California Energy Code Form Requirements for Low-Rise Multi-Family Residential

Low-Rise Multi-Family Residential Title-24 is comprised of Certificate of Compliance, Certificate of Installation, and Certificate of Verification forms. Compliance documentation of the AB-093 is comprised of Attachment E. The Low-Rise Multi-Family Residential Energy/Green Inspection forms are included in the following attachments.

Effective Date of the Provisions of this Information Sheet

The provisions of this information sheet become 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.

Note: Refer to GB-01, Attachment H for projects required to exceed energy standards per San Francisco Green Building Code.

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

Patrick O'Riordan, C.B.O., Director
Department of Building Inspection

Date

1/10/23

Attachment Title-24 Energy Inspection Req. Low-Rise Multi-Family Residential (Building)
Attachment Title-24 Energy Inspection Req. Low-Rise Multi-Family Residential (Electrical)
Attachment Title-24 Energy Inspection Req. Low-Rise Multi-Family Residential (Plumbing)



NOTICE

TITLE-24 LOW-RISE MULTI-FAMILY RESIDENTIAL ENERGY/GREEN INSPECTION REQUIREMENTS (BUILDING)

Please note that Certificates of Installation and/or Acceptance and/or Verification are required for this project, as indicated on this form issued with this permit. Ensuring the accurate completion of this documentation is the direct responsibility of the engineer/architect of record. This documentation is required *in addition to* the called 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 call your District Building Inspector or 628-652-3400.

Before final building inspection is scheduled, documentation of energy compliance "Certificate of Installation, Acceptance, and Verification" and green building "Attachment E" 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: 4th floor at 49 South Van Ness Ave.

Note: We are moving towards a 'paperless' mode of operation. All special inspection submittals, including final letters, may be emailed (preferred).

Installation, Acceptance, and Verification certificates can be found on the California Energy Commission website at <https://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 installation, verification, and acceptance energy certificates and Green Building Attachment E. M-06 may be found on the SFDBI website at <https://sf.gov/resource/2022/information-sheets-dbi>

TITLE-24 LOW-RISE MULTI-FAMILY RESIDENTIAL ENERGY/GREEN INSPECTION (BUILDING)

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

JOB ADDRESS _____ APPLICATION NO. _____ ADDENDUM NO. _____

ENGINEER/ARCHITECT NAME _____ PHONE NO. _____

Ensuring the completion of installation documentation as well as the required acceptance/verification testing is the direct responsibility of the undersigned. Installation documentation must be completed by the contractor performing the installation. Verification testing must be completed by a certified HERS rater. Verification testing must be completed by a certified HERS rater. Green Building Attachment E shall be completed as per SFGBC AB-093.

In accordance with the requirements of the 2022 California Energy Code, 2022 SFGBC and AB-093, the following documentation is required for the **building** elements in this project:

1. Installation <i>Envelope</i> <input type="checkbox"/> LMCI-ENV-E Non HERS – Fenestration Installation (IB74) <input type="checkbox"/> LMCI-ENV-21-E HERS – QII Framing Stage (IB75) <input type="checkbox"/> LMCI-ENV-22-E HERS – QII Insulation Stage (IB76) <i>Covered Process</i> <input type="checkbox"/> LMCI-PRC-E – Covered Process (IB77)	<i>Mechanical</i> <input type="checkbox"/> LMCI-MCH-01-E Non HERS – Space Conditioning System (IB78) <input type="checkbox"/> LMCI-MCH-20-H HERS – Duct Leakage (IB79) <input type="checkbox"/> LMCI-MCH-21-H HERS – Duct Location (IB80) <input type="checkbox"/> LMCI-MCH-22-H HERS – Fan Efficacy (IB81) <input type="checkbox"/> LMCI-MCH-23-H HERS – Airflow Rate (IB82) <input type="checkbox"/> LMCI-MCH-24-H HERS – Enclosure Air Leakage (IB83) <input type="checkbox"/> LMCI-MCH-25-H HERS – Refrigerant Charge (IB84) <input type="checkbox"/> LMCI-MCH-26-H HERS – Rated System (IB85) <input type="checkbox"/> LMCI-MCH-27-H HERS – Continuous Mech Vent (IB86) <input type="checkbox"/> LMCI-MCH-28-H HERS – Return Duct Design and Air Filter Grille Device Sizing According to Tables 150.0-B or C (IB87) <input type="checkbox"/> LMCI-MCH-29-H HERS – Supply Duct Surface Area Buried Ducts (IB88) <input type="checkbox"/> LMCI-MCH-32-H HERS – Local Mechanical Exhaust (IB89) <input type="checkbox"/> LMCI-MCH-33-H HERS – Variable Capacity Heat Pump Compliance Credit (IB90)
2. Verification <i>Envelope</i> <input type="checkbox"/> LMCV-ENV-21-E HERS – QII Framing Stage (VB65) <input type="checkbox"/> LMCV-ENV-22-E HERS – QII Insulation Stage (VB66)	<i>Mechanical</i> <input type="checkbox"/> LMCV-MCH-20-H HERS – Duct Leakage (VB67) <input type="checkbox"/> LMCV-MCH-21-H HERS – Duct Location (VB68) <input type="checkbox"/> LMCV-MCH-22-H HERS – Fan Efficacy (VB69) <input type="checkbox"/> LMCV-MCH-23-H HERS – Airflow Rate (VB70) <input type="checkbox"/> LMCV-MCH-24-H HERS – Enclosure Air Leakage (VB71) <input type="checkbox"/> LMCV-MCH-25-H HERS – Refrigerant Charge (VB72) <input type="checkbox"/> LMCV-MCH-26-H HERS – Rated System (VB73) <input type="checkbox"/> LMCV-MCH-27-H HERS – Continuous Mech Vent (VB74) <input type="checkbox"/> LMCV-MCH-28-H HERS – Return Duct Design and Air Filter Grille Device Sizing According to Tables 150.0-B or C (VB75) <input type="checkbox"/> LMCV-MCH-29-H HERS – Supply Duct Surface Area Buried Ducts (VB76) <input type="checkbox"/> LMCV-MCH-32-H HERS – Local Mechanical Exhaust (VB77) <input type="checkbox"/> LMCV-MCH-33-H HERS – Variable Capacity Heat Pump Compliance Credit (VB78)
3. Green Building (For New Construction and Major Alterations) <input type="checkbox"/> Green Building Attachment E (GBC1)	

Required information:

Prepared by: _____ Date: _____

Engineer/Architect of Record Signature

Fax: _____ Email: _____

Review by: _____ Phone: _____

DBI Engineer or Plan Checker

APPROVAL (Based on submitted reports)

DATE _____ DBI Building Inspector or Energy Inspection Services Staff

QUESTIONS ABOUT TITLE-24 ENERGY INSPECTION SHOULD BE DIRECTED TO:
Energy Inspection Services (628) 652-3407; or, dbi.energyinspections@sfgov.org



NOTICE

TITLE-24 LOW-RISE MULTI-FAMILY RESIDENTIAL ENERGY INSPECTION REQUIREMENTS (ELECTRICAL)

Please note that Certificates of Installation and/or Acceptance and/or Verification are required for this project, as indicated on this form issued with this permit. Ensuring the accurate completion of this documentation is the direct responsibility of the engineer/architect of record. This documentation is required *in addition to* the called 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 call your District Building Inspector or 628-652-3400.

Before final building inspection is scheduled, documentation of energy compliance "Certificate of Installation, Acceptance, and Verification" and green building "Attachment E" 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: 4th floor at 49 South Van Ness Ave.

Note: We are moving towards a 'paperless' mode of operation. All special inspection submittals, including final letters, may be emailed (preferred).

Installation, Acceptance, and Verification certificates can be found on the California Energy Commission website at <https://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 installation, verification, and acceptance energy certificates and Green Building Attachment E. M-06 may be found on the SFDBI website at <https://sf.gov/resource/2022/information-sheets-dbi>

TITLE-24 LOW-RISE MULTI-FAMILY RESIDENTIAL ENERGY INSPECTION (ELECTRICAL)

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

JOB ADDRESS _____ APPLICATION NO. _____ ADDENDUM NO. _____

ENGINEER/ARCHITECT NAME _____ PHONE NO. _____

Ensuring the completion of installation documentation as well as the required acceptance/verification testing is the direct responsibility of the undersigned. Installation documentation must be completed by the contractor performing the installation. Verification testing must be completed by a certified HERS rater.

In accordance with the requirements of the 2022 California Energy Code, the following documentation is required for the **electrical** elements in this project:

1. Installation

Electrical

- ☐ LMCI-LTI-E Indoor Lighting (Common Use Area Only) **(IE26)**
- ☐ LMCI-LTO-E Outdoor Lighting (Common Use Area Only) **(IE27)**
- ☐ LMCI-ELC-01-E Electric Ready **(IE28)**

Renewables

- ☐ LMCI-SRA-E – Renewables **(IB29)**

Required information:

Prepared by: _____ Date: _____
Engineer/Architect of Record Signature

Fax: _____ Email: _____

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

APPROVAL (Based on submitted reports)

DATE _____ DBI Electrical Inspector or Energy Inspection Services Staff _____



NOTICE

TITLE-24 LOW-RISE MULTI-FAMILY RESIDENTIAL ENERGY INSPECTION REQUIREMENTS (PLUMBING)

Please note that Certificates of Installation and/or Acceptance and/or Verification are required for this project, as indicated on this form issued with this permit. Ensuring the accurate completion of this documentation is the direct responsibility of the engineer/architect of record. This documentation is required *in addition to* the called 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 call your District Building Inspector or 628-652-3400.

Before final building inspection is scheduled, documentation of energy compliance "Certificate of Installation, Acceptance, and Verification" and green building "Attachment E" 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: 4th floor at 49 South Van Ness Ave.

Note: We are moving towards a 'paperless' mode of operation. All special inspection submittals, including final letters, may be emailed (preferred).

Installation, Acceptance, and Verification certificates can be found on the California Energy Commission website at <https://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 installation, verification, and acceptance energy certificates and Green Building Attachment E. M-06 may be found on the SFDBI website at <https://sf.gov/resource/2022/information-sheets-dbi>

TITLE-24 LOW-RISE MULTI-FAMILY RESIDENTIAL ENERGY INSPECTION (PLUMBING)

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

JOB ADDRESS _____ APPLICATION NO. _____ ADDENDUM NO. _____

ENGINEER/ARCHITECT NAME _____ PHONE NO. _____

Ensuring the completion of installation documentation as well as the required acceptance/verification testing is the direct responsibility of the undersigned. Installation documentation must be completed by the contractor performing the installation. Verification testing must be completed by a certified HERS rater.

In accordance with the requirements of the 2022 California Energy Code, the following documentation is required for the **plumbing** work in this project:

1. Installation

Plumbing

- ☐ LMCI-PLB-01-E DHW Non-HERS – Multifamily Central Hot Water System Distribution (**IP17**)
- ☐ LMCI-PLB-02-E DHW Non-HERS – Individual Dwelling Unit Hot Water System Distribution (**IP18**)
- ☐ LMCI-PLB-21-E DHW - HERS – Multifamily Central Hot Water System Distribution (**IP19**)
- ☐ LMCI-PLB-22-E DHW - HERS – Individual Dwelling Unit Hot Water System Distribution (**IP20**)

2. Verification

Plumbing

- ☐ LMCV-PLB-21-E DHW - HERS – Multifamily Central Hot Water System Distribution (**VP5**)
- ☐ LMCV-PLB-22-E DHW - HERS – Individual Dwelling Unit Hot Water System Distribution (**VP6**)

Required information:

Prepared by: _____ Date: _____
Engineer/Architect of Record Signature

Fax: _____ Email: _____

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

APPROVAL (Based on submitted reports)

DATE _____ DBI Plumbing Inspector or Energy Inspection Services Staff



INFORMATION SHEET

No. M-06

DATE : October 18, 2019

SUBJECT : Mechanical

TITLE : **Compliance with Title-24 Installation, Verification, and Acceptance Requirements and SFGBC AB-093 Attachment E Requirements**

PURPOSE : The purpose of this Information Sheet is to explain compliance requirements for the Title-24 installation, verification, and acceptance energy certificates and San Francisco Green Building Code (SFGBC) AB-093 Attachment E requirements.

REFERENCE : 2016 California Energy Code Title 24, Part 1 and Part 6
2016 San Francisco Green Building Code AB-093
Information Sheets G-01, GB-01, M-02, M-03, M-04, and M-05

DISCUSSION : The 2016 California Energy Code (CEC) takes effect on January 1, 2016. The SFGBC AB-093 Attachment E form is required for new construction and major alteration permits that have a final certificate of occupancy after January 1, 2019. Appropriate *Certificates of Installation, Acceptance, and Verification and the SFGBC AB-093 Attachment E form* are to be completed by the responsible parties and documentation of compliance shall be submitted to Department of Building Inspection (DBI).

Required Certificates:

Applicable *Title-24 Energy/Green Inspection Requirements* forms are prepared as per Information Sheets M-03 and/or M-04 and affixed to the plans for permit submittal. The appropriate *Certificates of Installation, Acceptance, and Verification* forms that are to be completed prior to final inspection are indicated on the applicable *Title-24 Energy Inspection Requirements* form by the design professional, **energy consultant or other responsible party as allowed under Information Sheet G-01.

Note: For alterations to existing residential buildings for which Home Energy Rating System (HERS) field verification is not required; such as, water heater and window replacements; for additions to existing residential buildings that are less than 300 square feet for which HERS field verification is not required; the Certificate of Installation (forms listed on M-03 and M-04) documentation is not required.

The *Certificate of Installation, Acceptance, and Verification* forms can be found on the California Energy Commission website at <http://energy.ca.gov/title24/2016standards/>. Questions in regard to the certificates may be addressed by the California Energy Commission's Energy Standard hotline at (800) 772-3300.

The San Francisco Green Building Code AB-093 Attachment E form is completed by the Design Professional of Record (Option 1)/Green Building Compliance Professional of Record (Option 2) for new construction and major alterations. The Attachment E form can be found on the SFDBI website at <https://sfdbi.org/sites/default/files/AB-093.pdf>.

Title-24 Energy Final Compliance Letter: (Affidavit)

It is the responsibility of the contractors, acceptance testers, and HERS raters to provide all the appropriate completed and signed certificates to the design professional, **energy consultant or other responsible party as allowed under Information Sheet G-01.

An Owner/Builder may submit the final affidavit for R3 occupancies provided the building permit was obtained by the Owner. The design professional, **Energy Consultant or other responsible party as allowed under Information Sheet G-01 shall email a compliance letter to the DBI Energy Inspection staff at dbi.energyinspections@sfgov.org. For HERS items, the affidavit must be submitted by a certified HERS Rater. The compliance letter shall include the following:

- Letterhead of Engineer, Architect, **Energy Consultant, or other responsible party.
Note: DBI may accept the Final Compliance Letter from a Mechanical, Electrical, or Plumbing contractor on mechanical, electrical or plumbing work, respectively.
- Project Data – Project address, scope of work, Building Permit Application number, and if applicable, Mechanical, Electrical, or Plumbing permit numbers
- A list of the required certificates as per the Energy Inspection forms - This shall include the forms code at the end of each item specified [i.e. NRCI-LTI-01-E Certification of Installation-Indoor Lighting (IE6), NRCA-LTI-02 Lighting Controls (AE1)]
- A statement indicating all required certificates have been completed and signed together with license information
- Name (first and last), signature, and contact information of the design professional. This includes Engineers, Architects, Contractors, Owner/Builders (for Group R3 occupancy only), **Energy Consultants, Certified Acceptance Test Technicians, or other responsible parties as allowed under Information Sheet G-01 (please specify which one in the letter).

We recommend you use the sample letter attached.

Upon request all forms shall be available for review by DBI.

The completed and signed Certificates of Installation, Acceptance, and Verification forms shall be provided and maintained by the building owner.

Once the letter is received by DBI staff, the form codes will be checked off against those listed in DBI's Permit Tracking System database. The final Certificate of Occupancy will not be issued until all required Title-24 energy installation/acceptance/verification items are cleared.

**Examples of Energy Consultants include:

Certified Energy Plans Examiner (CEPE): as issued by the California Association of Building Energy Consultants (CABEC) <http://www.cabec.org/>

Certified Energy Analyst (CEA): as issued by the California Association of Building Energy Consultants (CABEC) <http://www.cabec.org/>

Home Energy Rating System (HERS): as issued by the CalCERTS <https://www.calcerts.com/>

Acceptance Test Technician (ATT) certified by a California Energy Commission Acceptance Test Technician Certification Provider (ATTCHP)

San Francisco Green Building Compliance:

For new construction and major alterations, as defined in SFGBC AB-093, it is the responsibility of the Design Professional of Record (for Option 1) or Green Building Compliance Professional of Record (for Option 2) to complete the SFGBC AB-093 Attachment E form.

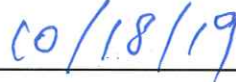
Once the completed Attachment E form is received by DBI staff, the form code will be checked off against those listed in DBI's Permit Tracking System database. The final Certificate of Occupancy will not be issued until the SFGBC AB-093 Attachment E form is cleared.


Effective date of the provisions of this Information Sheet:

The provisions of the Title-24 energy inspection forms become effective for building permit applications submitted on or after January 1, 2017. The provisions of the SFGBC AB-093 Attachment E form is required for new construction and major alteration permits that have a final certificate of occupancy after January 1, 2019. For AB-093 Attachment E, the 2016 Energy/Green Inspection forms may be used for all previous code cycles.

Notes:

1. Refer to GB-01, Attachment H for projects required to exceed energy standards per San Francisco Green Building Code.
2. When the letter is submitted to DBI, State License number for Engineer, Architect or Contractor and Certificate number for Testers/Consultants and HERS Testers shall be provided in the letter.



 Tom C. Hui, S.E., C.B.O., Director
Department of Building Inspection

Date

Attachments:

1. Sample Compliance Letter (Affidavit)
2. Requirements for Submittals of Title 24 Compliance Letters (Table)
3. Sample Certificate Pg. 1
4. Sample Certificate Pg. 2
5. SFGBC AB-093 Attachment E

This Information Sheet is subject to modification at any time. For the most current version, visit our website at <http://www.sfdbi.org>

TITLE 24 ENERGY INSPECTION – FINAL COMPLIANCE LETTER SUBMITTAL PROCESS ONLY

- Use letterhead with address and contact information
- Email the final compliance letter only to dbi.energyinspections@sfgov.org
- Allow 10 business days for review
- After 10 days, check online (www.sfdbi.org). If approved, there's a date in "Completed Date" column with initials of the inspector in "Inspected By" column

ATTACHMENT 1

SAMPLE COMPLIANCE LETTER (AFFIDAVIT)

Date _____

Title 24 Coordinator
Department of Building Inspection
1660 Mission Street
San Francisco, CA 94103

This is to confirm that the required Certificate of Installation, Acceptance and Verification for the project below has been **completed and signed** by the appropriate parties and is on file with the building owner. A copy will be available for Department review upon request.

Project Address: _____

Permit Application #: _____
 (Include mechanical, electrical and plumbing permits, if any)

Below is a list of all the required certificates for this project (see example):

1. (AEI NRCA-LTI-02 LIGHTING CONTROLS) _____
2. _____
3. _____
4. _____

Sincerely,

(Name and Signature)_____
(Date)

Title *[Engineer, Architect, Contractor, Energy Consultant, Owner Builder (for Group R3 occupancy only), Certified Acceptance Test Technician (ATT), etc. If ATT, include ATT number and expiration date]*

License/Certificate No. _____

Address & Phone Number _____

NOTE: If not cleared after 10 business days, do not resubmit. Call 1(415)558-6132 and leave message explaining reason, permit application number and date of compliance letter. Special Inspections will return your call within 72 hours.

ATTACHMENT 2**Information Required for Submittal of
Compliance Letters**

PREPARER	LICENSE/INFORMATION REQUIRED
Architect	License No. _____
Engineer	License No. _____
Contractor	License No. _____
Energy Consultants*	License No. & _____ Expiration Date _____
Home Owners**	Contact Information _____ _____

* For HERS items, the Affidavit must be submitted by a licensed HERS rater

** For R3 occupancies ONLY

STATE OF CALIFORNIA
HERS VERIFIED MULTIFAMILY CENTRAL HOT WATER SYSTEM DISTRIBUTION
CEC-CF2R-PLB-21-H (Revised 03/15)

ATTACHMENT 3
CALIFORNIA ENERGY COMMISSION



CERTIFICATE OF INSTALLATION

HERS Verified Multifamily Central Hot Water System Distribution

CF2R-PLB-21-H
Sample Certificate Page 1

Project Name:	Enforcement Agency:	Permit Number:
Dwelling Address:	City:	Zip Code:

A. Design HERS Verified Central Water Heating Systems Information

This table reports the water heating system features that were specified on the registered CF1R compliance document for this project.

01	02	03	04	05	06	07	08	09	10	11	12	13	14
Water Heating System ID or Name	Water Heating System Type	Water Heater Type	# of Water Heaters in system	Water Heater Storage Volume (gal)	Fuel Type	Rated Input Type	Rated Input Value	Heating Efficiency Type	Heating Efficiency Value	Standby Loss (%)	Exterior Insul. R-Value	Central DHW System Distribution Type	Dwelling Unit DHW System Distribution Type

B. Installed HERS Verified Central Water Heating Systems Information

01	02	03	04	05	06	07	08	09	10	11	12	13	14
Water Heating System ID or Name	Water Heating System Type	Water Heater Type	# of Water Heaters in system	Water Heater Storage Volume (gal)	Fuel Type	Rated Input Type	Rated Input Value	Heating Efficiency Type	Heating Efficiency Value	Standby Loss (%)	Exterior Insul. R-Value	Central DHW System Distribution Type	Dwelling Unit DHW System Distribution Type

C. Installed Water Heater Manufacturer Information

01	02	03
Water Heating System ID or Name	Manufacturer	Model Number

Registration Number: CA Building Energy Efficiency Standards - 2013 Residential Compliance
Registration Date/Time: HERS Provider: March 2015

STATE OF CALIFORNIA
HERS VERIFIED MULTIFAMILY CENTRAL HOT WATER SYSTEM DISTRIBUTION
 CEC-02R-PLB-21-H (REVISED 03/15)

ATTACHMENT 4
 CALIFORNIA ENERGY COMMISSION



CERTIFICATE OF INSTALLATION

HERS Verified Multifamily Central Hot Water System Distribution

CF2R-PLB-21-H
Sample Certificate Page 2

Project Name:	Enforcement Agency:	Permit Number:
Dwelling Address:	City:	Zip Code:

D. HERS Verification Requirements for all Central Domestic Hot Water Systems

01	Or systems that have a total capacity greater than 167,000 Btu/hr, outlets that require higher than service water temperatures as listed in the ASHRAE Handbook have separate remote heaters, heat exchangers, or boosters to supply the outlet with the higher temperature. (Section 110.3 (c1))
02	Systems with circulating pumps or with electrical heat trace systems shall be capable of automatically turning off the system. (Section 110.3(c)2)
03	For public lavatories, the control system shall limit the outlet temperature to 110 degrees Fahrenheit. (Section 110.3(c)3)
04	Unvented storage tanks are insulated with an external R-12 or combination of R-16 internal and external insulation. Alternatively, the heat loss of the tank surface based on an 80 degrees Fahrenheit water-air temperature difference shall be less than 6.5 Btu per hour per square foot. (Section 110.3(c)4)
05	<p>All sections of the recirculation loop, and the first five feet of all branches off the loop are insulated, to the thicknesses required by Table 120.3A, except for the following: (RA4.4.1)</p> <ul style="list-style-type: none"> • Piping installed in interior or exterior walls that is surrounded on all sides by at least 1 inch of insulation. • Piping installed in attics with a minimum of 4 inches (10 cm) of attic insulation on top • Piping that penetrates framing members shall not be required to have pipe insulation for the distance of the framing penetration. Metal piping that penetrates metal framing shall use grommets, plugs, wrapping or other insulating material to assure that no contact is made with the metal framing. Insulation shall butt securely against all framing members. • Insulation is not required on the cold water line when it is used as the return <p>Hot water pipes that are buried below grade are installed in a water proof and non-crushable casing or sleeve that allows for installation, removal, and replacement of the enclosed pipe and insulation. (RA4.4.1)</p>
06	Insulation outside conditioned space is protected from damage, including that due to sunlight, moisture, equipment maintenance, and wind. (RA4.4.1)
07	Pipe insulation fits tightly to the pipe. (RA4.4.1)
08	On insulated sections of pipe, no piping is visible due to insulation voids, and all elbows and tees are fully insulated. (RA4.4.1)
09	The recirculation pump is mounted on a vertical section of the return line. CR an automatic air release valve is installed on a riser at least 12 inches in length, on the inlet side of the recirculation pump, no more than 4 feet from the pump. (Section 110.3(c)5A)
10	A check valve is located between the recirculation pump and the water heater. (Section 110.3(c)5B)
11	A hose bibb is installed between the pump and the water heating equipment with an isolation valve between the hose bibb and the water heating equipment. (Section 110.3(c)5C)
12	Isolation valves are installed on both sides of the pump. One of the isolation valves may be the same isolation valve as in item 12 above. (Section 110.3(c)5D)
13	The cold water supply piping and the recirculation loop piping is not connected to the hot water storage tank drain port. (Section 110.3(c)5E)
14	A check valve is installed on the cold water supply line between the hot water system and the next closest tee on the cold water supply. (Section 110.3(c)5F)
15	The hot water distribution system piping from the water heater(s) to the fixtures and appliances takes the most direct path. (RA 4.4.7.1)
16	Installation and operation instructions that provide details of the operation of the pump and controls are available at the jobsite for inspection. (RA 4.4.7.1)
17	More than one circulation loop may be installed. Each loop shall have its own pump and controls. (RA4.4.8, RA 4.4.9, RA 4.4.10)
18	The responsible person's signature on this compliance document affirms that all applicable requirements in this table have been met.

Registration Number: CA Building Energy Efficiency Standards - 2013 Residential Compliance
 Registration Date/Time: HERS Provider: March 2015



Green Building: Final Compliance Verification

This form is required prior to issuance of a final Certificate of Completion.

Address: _____

Permit Application Numbers: _____

Verification that the above referenced project has been constructed to comply with the requirements of the San Francisco Green Building Code is based upon one of the following:

- ☐ **Option 1:** This project has submitted for certification under LEED or GreenPoint Rated ("Option 1" on the green building submittal), but is not yet certified. As the Design Professional of Record, I verify that, to the best of my knowledge, the project has been constructed to substantially comply with the green building requirements of San Francisco's building codes.

Signed: _____ Date: _____

Affix professional stamp:

Mandatory follow-up for Option 1: Evidence of LEED or GreenPoint Rated certification.

Staff Use Only: Proof of LEED or GreenPoint Rated certification received:

Sign & Date: _____

- ☐ **Option 2:** This project will not utilize LEED or GreenPoint Rated certification to demonstrate compliance with the San Francisco Green Building Code. As the Green Building Compliance Professional of Record for this project, I verify that to the best of my knowledge the above referenced project has been constructed to substantially comply with the green building requirements of San Francisco's building codes. **[Affix stamp below.]**

Signed: _____ Date: _____

Affix professional stamp: