



Commercial Remodels / Renovations and the Energy Code

PROJECT ADDRESS:

APPLICANT:

PHONE NO:

NOTE TO APPLICANT: Please complete this information sheet as accurately as possible. A customer service plans examiner can assist you if necessary. Missing or incorrect information may delay processing of your application.

By checking **YES** or **NO**, you are stating that you have supplied correct information. Incorrect information may lead to a delay in the Final inspection, the Certificate of occupancy or result in revocation of permits.

If you select **YES** for any of the items below, you will need to hire a Certified Third-Party Energy Code Inspector for energy code inspections. A Special Inspections Form marked for Energy Code Compliance must be provided prior to the first requested inspection (T-Pole excluded). Submission of a completed Energy Code Compliance Certificate and a sign off by City Staff must be in the Permit File before the building final inspection may be approved.

| Description | YES | NO |
|---|-----|----|
| 1 The energy use or the interior lighting power is increasing | | |
| 2 Roof replacement involves all of the following: <i>Removing the existing roof covering, repairing any damage substrate and installing a new roof covering.</i> <i>Note: Roof replacements shall comply with Section C402.1.3, C402.1.4, C402.1.5 or C407 where the existing roof assembly is part of the building thermal envelope and contains insulation entirely above the deck.</i> | | |
| 3 New heating, cooling and duct systems | | |
| 4 Adding new exterior doors and windows | | |
| 5 Change from nonconditioned or low-energy space to conditioned space | | |
| 6 New lighting systems | | |
| 7 Replacement of more than 10% of the luminaires (light fixtures) in a space or building | | |
| 8 Glass only replacements | | |
| 9 Work where the existing roof, wall or floor cavity is exposed. <i>Note on plans: fill cavities with insulation</i> | | |
| 10 Adding or relocating a building entrance. <i>Note: Only for spaces/buildings greater than 3,000 square feet in floor area , Section C402.5.9</i> | | |

Definitions from 2021 IECC Energy Chapter

Reroofing: The process of recovering or replacing an existing roof covering. See 'roof recover' and 'roof replacement.'

Roof recover: The process of installing an additional roof covering over an existing roof covering without removing the existing roof covering.

Roof repair: Reconstruction or renewal of any part of an existing roof for the purpose of its maintenance.

Roof replacement: The process of removing the existing roof covering, repairing any damaged substrate and installing a new roof covering

Note: If the applicant selects "Yes" for number 8 and/or 9, Energy code (EC) trade is NOT required.

I, _____ have read the above information and acknowledge that all information provided above is true and correct.

Signature _____ Date _____