



Earthcraft Permit Submission Requirements For Developments with Earthcraft Conditions

All permits should be submitted 10 business days prior to the date of the needed permit.

This allows for flexibility in the event additional backup documentation is needed. If the documentation submitted does not meet the intent and requirement of the Earthcraft credit, the permit may be held until the needed documentation is completed.

Below is a general list of Earthcraft documentation that must be submitted to DES (Jessica Abrialind/ Joan Kelsch / Adam Segel-Moss) prior to issuance of the following permits or certificates of occupancy.

Clearing, Grading, and Demolition Permit

- Submit an updated Earthcraft scorecard and a letter from Earthcraft stating that the pre-demo testing and charrette have been completed.
- Obtain approval of the Construction Waste Management Plan as required by the site plan condition. If Earthcraft credit(s) is being sought, the CWM Plan should meet Earthcraft requirements.

Excavation Sheeting and Shoring Permit

- Provide updated Earthcraft scorecard and tracking spreadsheet showing that progress is being made on all credits.
- Provide a floor plan that indicates recycling storage/ collection plan;
- Provide confirmation that water and energy use reduction are being incorporated into the design to meet the required thresholds. Provide documentation showing that an energy model is being used to evaluate insulation, windows, HVAC systems, etc. to meet the energy reduction requirements.
- Submit the list of indoor plumbing fixtures or cutsheets showing fixtures meet the project's goals reflected in the Earthcraft scorecard
- Meet with Arlington County Staff to discuss Energy Star components if included in your site plan.

Final Building Permit

- Provide updated Earthcraft scorecard and tracking spreadsheet that shows progress is being made on all credits.
- Provide a preliminary report on all ENERGY STAR components and reduced lighting density as they must be met for final project approval. Although specific site plan conditions may vary, common Energy Star components include:
 - Clothes Washers
 - Dishwashers
 - Refrigerators
 - Ceiling Fans
 - Ventilation Fans (Kitchen & Bathroom)
 - Light Fixtures (Residential & Common Areas)
- Provide an update showing final selections for lighting in residential units. ENERGY STAR's Advanced Lighting Package can be used to comply with residential lighting requirements of site plan condition. There is more information, including dozens of photos of ENERGY STAR compliant light fixtures, at www.energystar.gov.
- For the common lighting areas of multifamily residential projects (lobbies, corridors, stairwells, common rooms, fitness rooms, etc), Arlington is looking for clear evidence that the project team reduced the need for lighting through:
 - Daylighting where possible
 - Efficient fixtures
 - Bulbs
 - Motion sensors and/or timers
 - Interior design (paint color) that maximize energy efficiency in lighting

The US Green Building Council's LEED for Commercial Interiors (LEED-CI) includes a credit for *Optimizing Energy Performance: Lighting Power*. Those guidelines should be reviewed and used as a goal for common area lighting.

Shell and Core Certificate of Occupancy

- Provide updated Earthcraft scorecard and tracking spreadsheet that shows progress is being made on all credits.
- Provide copy of the Earthcraft Pre-drywall inspection completed by the Earthcraft Technical Advisor showing all required items have been completed.
- Provide Earthcraft blower door and duct blaster test results.
- Provide final documentation on ENERGY STAR and WaterSense components as stipulated in your site plan.
- Pay County Green Building Fund prior to issuance, if stipulated in your site plan condition.

Master Certificate of Occupancy

- Provide final Earthcraft certificate. If the project posted a financial security to ensure green building compliance, the County will release the financial security once the Earthcraft award has been received.
- Provide final Earthcraft scorecard and tracking spreadsheet signed by the Developer, Builder and Earthcraft Technical Advisor
- Provide final energy model. Energy model should incorporate Earthcraft's final performance based test results.

Updated March 30, 2012