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LEED-NC Application Guide for Multiple Buildings and On-Campus Building Projects (AGMBC)

**For use with the LEED-NC Green
Building Rating System
Versions 2.1 and 2.2**

October 2005

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Introduction

The purpose of this Application Guide is to provide direction in applying the Leadership in Energy and Environmental Design® Green Building Rating System Versions 2.1 and 2.2 for New Construction and Major Renovations (LEED-NC) to projects in a campus or multi-building setting such as corporate campuses, college campuses, and government installations (i.e. there is one owner or common property management and control). The application guide is intended for projects where several buildings are constructed at once, in phases, or a single building is constructed in a setting of existing buildings with common ownership or planning with the ability to share amenities or common design features. Throughout this guide, the term “campus” is used to represent all of these permutations.

LEED-NC Rating System, Support Materials and Tools

LEED is a program of the U.S. Green Building Council (USGBC) that establishes performance goals in five environmental categories: Sustainable Sites, Water Efficiency, Energy & Atmosphere, Materials & Resources, and Indoor Environmental Quality. In addition, a sixth category, Innovation & Design Process, addresses those environmental issues not included in the environmental categories such as acoustics, community enhancement, education, and expertise in sustainable design. Many issues specific to campus projects that are not addressed by the existing credit structure may be included in the Innovation & Design Process category.

The rating system is supported by the LEED-NC Reference Guide, a document that provides additional information and guidance for each LEED Prerequisite and Credit. Consult the LEED-NC Rating System, Reference Guide and www.usgbc.org for more information on the LEED program, the LEED application process, and the USGBC.

Working in concert with the rating system and reference guide, the LEED-NC Submittal Template is a helpful tracking and documentation tool, as well as a required submittal for LEED certification. The Version 2.0 Calculator spreadsheets still remain helpful for some credits.

LEED-NC Application Guide for Multiple Buildings and On-Campus Projects

This Application Guide facilitates using LEED-NC as a performance standard for greening the design of a building or set of buildings within a campus setting (college, corporate, military, multi-use development, etc.), or a group of buildings certifying as a set. A project involving several buildings may be built all at once, or in phases. The latter is especially applicable to large developments.

The Application Guide provides an opportunity for building owners to reduce the environmental impact of buildings by approaching green building in a broader context. Opportunities for reducing environmental impact may be spread over several buildings, a complex of buildings, or an entire campus or installation. Credits are available to each building that benefits from the shared amenities. This approach allows for economies of

scale, enabling more opportunities to reduce the environmental impact of buildings and infrastructure.

The Application Guide analyzes the intent of each LEED-NC credit and prerequisite as developed for commercial facilities and interprets them for campus and installation projects. The greatest opportunities for new interpretations arise in credits associated with Sustainable Sites, Water Efficiency, and Energy and Atmosphere. Materials and Resources and Indoor Environmental Quality credits have fewer campus-specific interpretations and remain mostly the same as LEED-NC, merely requiring aggregation of performance results. The total points available under this guide are the same as LEED-NC v2.1 and 2.2 with no new credits added to or deleted from the basic rating system.

This application guide interprets and supplements the LEED criteria for projects. Where appropriate and unique to the campus or multiple building environment, alternative campus requirements and submittals that meet the intent of the basic rating system are provided. The LEED-NC Rating System and the Reference Guide are the governing documents for all LEED certification applications.

The LEED Multiple Buildings and Campus Committee

The LEED Steering Committee instructed the Multiple Buildings and Campus Committee to create an application guide that would be a simple overlay onto LEED-NC. Although simple in concept, this guide will assist many LEED projects – e.g. at the time of release, approximately 7% of all LEED registered project square footage is that of higher education facilities, which is just one of the sectors served by the guide. The MB&C Committee’s ultimate desire is a LEED rating system that can be used to certify entire campuses and military installations in order to more thoroughly impact these market sectors.

USGBC gratefully acknowledges the following committee members (past and present) for their contributions to this document.

Don Fournier (Chair)	University of Illinois Building Research Council
Mark Maves (Vice Chair)	SmithGroup, Inc
Mike Chapman	Naval Facilities Engineering Command
Julia Chlarson	Centers for Disease Control and Prevention
Amanda Eichel	formerly of the University of California
Dagmar Epsten	The Epsten Group, Inc
Merritt Mike	formerly of Southface Energy Institute
Jules Paulk	formerly of Southface Energy Institute
Perrin Pellegrin	University of California, Santa Barbara
Teresa Pohlman	Pentagon Renovation Program
John Popovic	formerly of Case Western Reserve University
Richard Schneider	U. S. Army Engineering Research & Development Center
Melissa Solberg	formerly of Ford Land Development Corporation
Joel Stout	University of Cincinnati, Division of the University Architect

Overview

How to Use the Application Guide

This Application Guide is designed to complement the LEED-NC Green Building Rating System and the LEED-NC Reference Guide. The prerequisites and credits are supplemented, where necessary, by alternative Requirements and Submittals in order to apply the rating system to on-campus projects and multiple-build projects. *Credit requirement alternatives in this Application Guide may be used instead of the regular LEED-NC requirements, but are not mandatory as they may not apply in all situations.* The USGBC's CIR process also applies to this Application Guide and its requirements.

If appropriate, each prerequisite or credit includes Application Guidance with a discussion of related technologies and strategies. The Application Guide should be used as a working document that is referenced frequently throughout the design process.

Campus and Multiple Building Issues

The most detailed application guidance is necessary in the Sites category, as it presents the most challenges. Most credits in other categories simply allow the option of aggregate calculations. Campus settings sometimes have established property lines between segments of the campus, but share a common infrastructure between areas. Street lighting within a campus (e.g., lighted walkways) may technically encroach upon an adjacent property within the campus boundary. Similarly, stormwater from the campus may enter into a common retention pond or treatment facility specifically built for the campus. The use of natural treatment processes and distributed approaches are encouraged in the campus setting. The campus may own a wastewater treatment system and utilize the gray water for irrigation purposes. Streets and right of ways may be turned over to the local government after completion. Infrastructure and common amenities can be shared in campus settings and may contribute to performance achievement, thus helping to capture LEED points. The approach must be consistently applied across the project and all such cases are carefully scrutinized by the USGBC.

Some campus and multiple building projects may be mixed use development where the campus is developing a portion of the project and a separate party (or parties) is developing the remainder of the project. In such cases, the campus entity may define the LEED scope in such a way as to omit buildings that will be built by a separate party. This choice should be made with due consideration of the issues and projects are advised to keep omissions within the site boundaries to reasonable limits, in particular to parts of the overall project over which the project team will not have control. When the project is one building, the parts of the building within the campus entity's scope must meet LEED requirements. It is recommended that these buildings demonstrate that specific steps have been taken and guidance provided to insure that future build-out can also meet LEED requirements. The development of a thorough and instructive set of design guidelines and recommendations, coupled with building infrastructure to

support future LEED build-outs, is encouraged to ensure that the building will perform as a LEED building after build-out.

The Certification Process for Multiple Buildings and within Campus Settings

Any project team utilizing this guide simply registers its project under the standard LEED-NC program. A project already registered can choose to use the application guide at any time before certification submittal, but should do so as early as possible during the pre-design or design stage.

*** **Note:** The following certification processes are in pilot phase, and may be revised at any time. The most up-to-date version will be posted on the Web site along with this application guide. ***

There are three approaches to certifying buildings in the campus or installation setting:

- Certifying a new building within a setting of existing buildings that are considered a campus, i.e. there is one owner or common property management and control.
- Certifying a group of new buildings as a package where the entire building set will be rated as a package and only one rating received. These buildings may constitute the entire campus or be a subset of an existing campus.
- Certifying new buildings where each new building is constructed to a set of standards but will receive an independent rating based on achievement of credits beyond the standards specific to that building. These buildings may constitute the entire campus or be a subset of an existing campus.

Each of these approaches will be discussed separately and registration and certification provided for that particular approach.

Certifying a new building within a setting of existing buildings

The certification process is essentially the same as the LEED-NC certification process for the given building. When certifying a single building under the Application Guide, you may choose campus requirements and submittals in lieu of the standard LEED-NC requirements and submittals where unique aspects of the campus setting have an impact on the credit affecting the building, e.g. where stormwater management practices are campus-wide rather than building-specific.

A reasonable and logical “LEED project site” boundary must be defined for LEED purposes. The project scope of work and the site area affected by the construction generally suffice to inform this definition. The defined site must remain consistent for all LEED credits. The Application Guide provides details on special considerations for shared amenities such as parking (adjacent and, more often, remote) and open space.

Certifying a group of new buildings as a package where the entire building set will be rated as a package and only one rating received

For entities that construct a set of buildings at once or over a defined time period in a campus setting, certification of each building individually could result in excessive documentation, much of which would be duplicated between buildings. In this case the option of rating the entire building set may be the best choice. When certifying a set of buildings under the Application Guide, you may choose campus requirements and submittals in lieu of the standard LEED-NC requirements and submittals where unique aspects of the campus setting impact the credit affecting the buildings. The Application Guide provides the methods for calculations and submittals for credits that may be averaged across the set of buildings and defines which credits must be met by each individual building. Using the averaging techniques, where applicable, allows for one rating to be applied to the building set, thereby minimizing documentation. Identify the group of buildings with a single name for LEED registration and certification.

Certifying new buildings where each new building is constructed to a set of standards but will receive an independent rating based on achievement of credits beyond the standards

1. Many campus build entities establish design standards (e.g. campus master plans and specifications) that will be applied repeatedly to new buildings. These elements may be site- or building-specific. The campus build process allows applicants to certify a “prototype” credit set that is intended for repetition on subsequent projects. The total credits beyond the standards may vary from building to building. Project teams will be permitted to designate prerequisites as prototypes.

2. Certification Review for the First Project:

- a. USGBC shall conduct a thorough and complete review of the first project, including prototype credits.
- b. The certification submittal shall include all supporting background information for prototype prerequisites/credits, and specific guidance will be developed for these requirements (similar to that created for LEED-NC audits).
- c. Projects will receive a Preliminary and Final LEED Review for all prerequisites/credits pursued, following the published review process.
- d. The Appeal process shall be an option for any prerequisite/credit which is part of this first project.

- e. All approved prototype prerequisites/credits will be designated as such in the Final or Appeal LEED Review of this first project. Any denied prototype prerequisite/credit shall not be included in the prototype set.

3. Certification Reviews For Subsequent Project(s):

- a. Subsequent projects shall be reviewed per the current process, which includes up to six prerequisites/credits selected for audit. It will be at the discretion of the review team whether or not a prototype credit will be selected as one of the up to six for audit.
- b. These projects will not be required to submit documentation on approved prototype prerequisites/credits unless selected for audit in the Preliminary LEED Review.
- c. Failure of an audited prototype prerequisites or credit will result in that item being denied in the current review. The denied item will temporarily drop out of the set of approved prototype prerequisites/credits as the project team will be required to demonstrate achievement of this specific item for the next three consecutive project application reviews. Once achievement is demonstrated, this item will return to the prototype set. If achievement is NOT demonstrated in any one of the next three consecutive project application reviews, the item shall be permanently removed from the prototype set.
- d. Appeals will not be permitted for prototype prerequisites/credits in subsequent projects.
- e. Prerequisites/credits may be dropped from the approved set of prototype prerequisites/credits at the project team's discretion. Once removed from the set, this item shall not be reviewed as a prototype prerequisite/credit unless it is re-established as such by demonstrating achievement of this specific item for three consecutive project application reviews, or per the steps outlined in #2 above.
- f. Prerequisites/credits may be added to the approved set of prototype prerequisites/credits at the project team's discretion. It must be established as such by demonstrating achievement of this specific item for three consecutive project application reviews or per the steps outlined in #2 above (for the latter, this action shall occur with an individual project application, and a fee will be associated with adding this item to the prototype set).

The process above assumes that all buildings will be constructed to a specific standard and that credits associated with that standard can receive preliminary approval. Within the campus setting, the situation can arise where certain site-related amenities would

not be constructed until after the building project is complete. This may result in some pending credits for buildings. These pending credits cannot be awarded until the actual master plan is put into effect and the shared amenities constructed. The individual projects have two choices:

1. Complete certification of the project with certain credits “pending.” These pending credits may alter the rating of the project. If the project is rated without the pending credits, its rating will be based on only those credits achieved. Once the pending credits are available, the project can be recertified and the credits awarded at that time.
2. Await certification until all credits are available.

The volume/campus build process can also be a useful tool for developers to use when managing a portfolio of buildings. Tracking site-specific issues and benefits of individual credits or strategies and the lessons learned during the process will inform future design revisions and decisions. Whether building and certifying projects one at a time, or as a package of several buildings, project teams must be fair and reasonable in defining the project scope and site boundaries and be consistent across credit calculations.

Summary of Prerequisites and Credits

Sustainable Sites	14 Possible Points
Prerequisite 1: Erosion and Sedimentation Control	Required
Credit 1: Site Selection	1
Credit 2: Urban Redevelopment	1
Credit 3: Brownfield Redevelopment	1
Credit 4: Alternative Transportation	4
Credit 5: Reduced Site Disturbance	2
Credit 6: Stormwater Management	2
Credit 7: Reduced Heat Island Effect	2
Credit 8: Light Pollution Reduction	1
Water Efficiency	5 Possible Points
Credit 1: Water Efficient Landscaping	2
Credit 2: Innovative Wastewater Technologies	1
Credit 3: Water Use Reduction	2
Energy and Atmosphere	17 Possible Points
Prerequisite 1: Fundamental Building Systems Commissioning	Required
Prerequisite 2: Minimum Energy Performance	Required
Prerequisite 3: CFC Reduction in HVAC&R Equipment	Required
Credit 1: Optimize Energy Performance	10
Credit 2: Renewable Energy	3
Credit 3: Additional Commissioning	1
Credit 4: Ozone Protection	1
Credit 5: Measurement and Verification	1
Credit 6: Green Power	1
Materials and Resources	13 Possible Points
Prerequisite: Storage and Collection of Recyclables	Required
Credit 1: Building Reuse	3
Credit 2: Construction Waste Management	2
Credit 3: Resource Reuse	2
Credit 4: Recycled Content	2
Credit 5: Local/Regional Materials	2
Credit 6: Rapidly Renewable Materials	1
Credit 7: Certified Wood	1

Indoor Environmental Quality		15 Possible Points
Prerequisite 1: Minimum IAQ Performance		Required
Prerequisite 2: Environmental Tobacco Smoke (ETS) Control		Required
Credit 1: Carbon Dioxide (CO2) Monitoring		1
Credit 2: Ventilation Efficiency		1
Credit 3: Construction IAQ Management Plan		2
Credit 4: Low-Emitting Materials		4
Credit 5: Indoor Chemical and Pollutant Source Control	I	1
Credit 6: Controllability of Systems		2
Credit 7: Thermal Comfort		2
Credit 8: Daylighting and Views		2
Innovation and Accredited Professional Points		5 Possible Points
Credit 1: Innovations in Design		4
Credit 2: LEED Existing Building Accredited Professional		1
TOTAL POINTS AVAILABLE		69

SUSTAINABLE SITES

SS Prerequisite 1: Erosion & Sedimentation Control

Application Guidance

When the site incorporates more than one building, consider the phasing of construction and how the control plan will be modified over time to achieve the requirements. Site disturbance may also be phased and erosion control techniques applied at appropriate times. For large sites, this may be required by law, so effective planning at this scale is highly recommended.

SS Credit 1: Site Selection

Application Guidance

The requirements of this credit are very specific to the project site; substitution of other parcels to meet these requirements is not allowed. Selection of a site for multiple buildings—especially one that is developed over a long period of time—will require effective site layout and planning to be sure all buildings will be able to meet the requirements.

If the site of a multiple-building development does not fully comply with credit requirements, then the buildings can not achieve the credit under a single group certification. However, in such a situation, an individual building is still eligible for the credit if it can be demonstrated that:

1. the area disturbed by the building's construction activity complies with credit requirements and this is demonstrated within the LEED application submittal. This approach is expected to be most useful when buildings are being constructed at different times; OR
2. credit requirements are met for the area defined by a reasonable "LEED project site boundary" that corresponds to the buildings' development footprints or other fair subdivision method. The LEED application submittal must include thorough justification for this artificial site boundary, as it will be closely scrutinized. The LEED project boundary must remain consistent for all credits. This approach is expected to be most useful when buildings are constructed within the same or overlapping time frames.

SS Credit 2: Development Density & Community Connectivity

Application Guidance

NC Version 2.2 provides a “community connectivity” option that is most likely preferable for most campus and non-urban settings. Version 2.1 guidance reflects interpretations that provide compliance pathways adjusted for campus settings.

For Version 2.2, Option 2 (Community Connectivity):

Single buildings on a campus and each building within multiple building projects must comply with the credit requirements as written in order to achieve the compliance path.

For Version 2.1 (and Version 2.2 Option 1):

Requirements

- a) Show that the project complies with the Version 2.1 credit requirements as written and incorporating the concepts in the “supplemental application guidance” section, below.

OR

- b) If the site is located in an existing urban area and the contiguous property is over 15 acres the project may use the campus boundaries in lieu of a documentation circle to calculate density.

OR

- c) Show that the project complies with a regional or campus master planning effort to redevelop an area with existing infrastructure into a higher density area with an ultimate intended density that reflects desired local development conditions and meets the intent of this credit.

Submittals for (c)

To document that the project has achieved credit equivalence, provide the following information in addition to the Submittal Template:

- Documentation showing that the project is being located in a previously developed area with existing development and infrastructure. (New development in a greenfield would not be considered appropriate in this case.) Provide information about the existing development density based on either the documentation circle or the property boundaries.
- Documentation verifying that the project location is within a designated dense urban or campus growth area.

- Documentation that the project is resulting in increased development density that meets or contributes to the goals of the urban development plan or campus master plan.

Supplementary Application Guidance

Typical programmatic requirements for a campus or installation can include common green spaces, land used for agriculture, and outdoor recreation spaces (except sport stadiums). These will all decrease average density when included in the calculations, yet they provide important functions and quality-of-life to a campus. Therefore, these types of required, programmed, low-density outdoor land uses may be considered added to the list of exceptions on page 21, step 5 of the LEED-NC v2.1 Reference Guide, along with "undeveloped public areas such as parks and water bodies."

Using the campus boundary for density calculations (if the campus is at least 15 acres) is beneficial because it does not penalize existing rural or suburban institutions for their neighbors' lower development density, nor does it benefit urban campuses for their neighbors' higher density. The stipulation of 15 acres was chosen because it generally indicates a sizable campus that is deemed to have a substantial enough impact to serve the credit's intent. Using this method also reduces some of the burden of documentation compared to original requirements. Once it is completed for one campus project it is simply updated for the next one, rather than defining a new boundary circle each time and researching additional buildings within a slightly different radius.

A new building is best located where shared physical and intellectual resources exist. Locating it next to an area with a higher density just to promote density rather than where it rationally belongs is not reasonable and it may create negative impacts for transportation and other community aspects. The credit's intent is well served by encouraging campuses to increase their on-campus density (even if existing density is not quite 60,000sf/acre). This approach might also encourage better master planning of building-to-infrastructure relationships on campus.

The LEED-NC v2.1 Reference Guide (page 20) says "Work with local jurisdictions and follow the urban development plan to meet or exceed density goals." Many university campuses and government installations are not required to follow local jurisdictions in this regard and should therefore establish their own density goals that meet the intent of this credit.

SS Credit 3: Brownfield Redevelopment

Application Guidance

Large brownfield site redevelopments may vary in the amount of remediation required for specific buildings under consideration. As long as the entire site is considered a brownfield, credit may be given to buildings on portions of that site that are contaminant free and require no specific remediation for their development footprint.

SS Credit 4.1: Alternative Transportation - Public Transportation Access

Application Guidance

Work with the transit authority to re-engineer bus routes and stops to service the site so that each building is within the required proximity. Consider establishing transit corridors and zones within the campus to ensure availability and access for the entire campus. Either public or campus bus lines must be in place by the end of construction to receive credit on that basis. Campus bus lines must interface with public mass transit. If there is no local mass transit, the campus bus line must connect with a commercial bus or rail line.

For rail transit systems that have not yet been constructed, a letter from the transit authority (stating the intent to establish the rail station and confirming funding sources) is sufficient to qualify for the credit. Campus shuttles to the closest operational station (if local) can be an interim solution until a new, closer station is in full operation.

SS Credit 4.2: Alternative Transportation - Bicycle Storage & Changing Rooms

Application Guidance

The requirements are applicable to each building in a multiple-build project. When calculating the bicycle rack capacity for transients in a non-residential building, address the loading possible at one time and not the cumulative loading based on the total transients in a day. Locate the bicycle storage facilities within 50 feet of the frequently used entrances. Transient (e.g. students, in the case of a campus building) occupancy is required to be included when calculating bicycle storage capacity.

Full-time staff (or staff FTE) may be used to calculate shower/changing room requirements. For this calculation, transients are to be defined as visitors to the building for less than 7 hours. Establish overlapping zones within the campus for ready access to shower and changing facilities.

If the project(s) is a mixed used development including residential buildings and other types of buildings, such as barracks complex on a military installation or a residential section of a campus, each building needs to meet the bicycle storage requirements based on its usage and occupancy.

A project is exempt from the shower facility requirement if all non-transient building occupants are housed on the same campus as that building (i.e. a military installation), or within a ½ mile of the building(s).

SS Credit 4.3: Alternative Transportation - Alternative Fuel, Low Emission and Fuel-Efficient Vehicles

Application Guidance

Requirements

Provide alternative fuel vehicles (ultra low sulfur diesel, CNG, LNG, electric, fuel cell, E85; or use average B50 biodiesel in standard diesel engine), low-emission and/or fuel efficient vehicles* for 3% of the full time employees (FTE) in the building(s) AND provide preferred parking for these vehicles, AND have access to a nearby alternative fueling station.

OR

Where the campus has a central fleet operation or motor pool, at least 50% of the vehicles available must be alternative fuel vehicles (as defined above).

Bi-fuel vehicles must utilize the alternative fuel option.

In the case of centralized parking, accommodations for alternative-fueled vehicles may be made at the central facilities, providing that those accommodations are credited cumulatively to each building's need based on the preceding criteria. The centralized parking must be within ¼ mile of the building(s) or serviced by a campus shuttle.

** Low-emission and fuel-efficient vehicles are defined as vehicles that are either classified as Zero Emission Vehicles (ZEV) by the California Air Resources Board or have achieved a minimum green score of 40 on the American Council for an Energy Efficient Economy (ACEEE) annual vehicle rating guide.*

Submittals

Provide a LEED Submittal Template and (back-up documentation that proves faculty/staff/students/employees/residents own vehicles via the preferred parking incentive program), a map identifying the location(s) of the alternative fueling facility, and for campus/installation fleet vehicles provide proof of ownership of, or 2 year lease agreement for, alternative fuel vehicles and calculations indicating that alternative fuel vehicles will serve 3% of

building occupants. Provide site drawings or parking plan highlighting preferred parking or alternative fuel vehicles.

OR

Provide a LEED Submittal Template with specifications and site drawings highlighting alternative refueling stations. Provide calculations demonstrating that these facilities accommodate 3% or more of the total vehicle parking capacity. If centralized parking is used, provide documentation that the parking meets the requirements for distance or shuttle service.

Supplementary Application Guidance

The campus environment lends itself very well to centralized parking concepts which may more readily accommodate preferred parking. A centralized alternative fueling area may be a viable alternative in the case of flexible fuel vehicles. Fleet purchases and/or fuel choices (e.g. biodiesel) may be strategically combined to achieve the performance target. Consider incentive programs for faculty/staff/students.

SS Credit 4.4: Alternative Transportation - Parking Capacity

Application Guidance

Campuses are often exempt from local zoning laws regarding parking, and thus determine their own standards. Calculation and documentation for this credit may be done either on a project by project basis or a campus-wide basis.

Requirements

If applicable local zoning code indicates there are no minimum parking capacity requirements, or if the campus entity is exempt from local codes, size the parking capacity in transit-oriented developments (TOD's) according to the minimum requirements by building typology as outlined in the Portland, Oregon Title 33 Planning and Zoning -Chapter 33.266 for Parking and Loading, Table 266-1 and 266-2 (at

http://www.planning.ci.portland.or.us/zoning/ZCTest/200/266_parking.pdf) AND provide preferred parking for carpools or van pools capable of serving 5% of the building occupants,

OR

For rehabilitation projects add no new parking and reduce the capacity of existing oversized parking AND provide preferred parking for carpools or vanpools capable of serving 5% of the building occupants.

Accommodations for carpools and vanpools may be made at the central parking facilities, providing that they are credited to only one building or project based on the preceding criteria. The centralized parking should be within ¼ mile of the building(s) served or be serviced by a shuttle bus.

Supplementary Application Guidance

The campus environment lends itself very well to centralized parking concepts which may more readily accommodate preferred parking. An alternative method of establishing parking requirements have been provided. It is suggested that the method that generates the least parking be utilized. Long term master planning of campus parking facilities is recommended. A successful application of demographic analysis of parking facility users will help identify where parking will work best to serve mixed uses. An example is to locate parking garages where they can effectively be used by at least two groups or shifts per day, rather than a garage dedicated to just an 8am-5pm work force

When calculating the carpool space requirement on a campus where no parking is permitted within the specific project boundary, it is permissible to meet this credit by providing carpool spaces outside of the project boundary to serve the 5% of building occupants. These spaces must not be counted toward other LEED projects. Signage restricting carpool parking only to this project's occupants is not necessary. The "preferred" parking requirement is satisfied if a campus shuttle bus route serves satellite parking lots and structures. Calculation and documentation for this credit may also be achieved on a campus-wide basis. When using the campus-wide approach:

- If all parking spaces are permitted and designated as residential and commuter, the number of commuter permits may be used as the basis of calculations for carpool spaces.
- The credit can be achieved by proxy if local jurisdictional requirements that exceed the credit requirements and it is clearly demonstrated in the LEED submittal.
- Comprehensive transportation management programs are eligible for an innovation point.

Regardless of the compliance approach utilized, it is necessary to sufficiently promote the carpool program.

SS Credit 5.1

***Version 2.1:* Reduced Site Disturbance - Protect or Restore Open Space**

***Version 2.2:* Site Development - Protect or Restore Habitat**

Application Guidance

Submittals

- For greenfield sites, provide the LEED Submittal Template and attach a list of buildings indicating that each has met requirements.
- For previously developed sites where there are multiple buildings in the project scope, enter aggregate data in the Submittal Template, as appropriate.

Supplementary Application Guidance

Consider the aspects of construction phasing and the use of future building footprints for staging areas and temporary disturbance locations. On projects that are only a portion of a larger development and artificial site boundaries are defined for the LEED project, be sure that they are reasonable, logical, chosen with all credits in mind, and that their use is consistent through all credits. For multiple buildings, consider aggregating any restored previously degraded parts of the site as larger areas of habitat are more effective.

SS Credit 5.2

Version 2.1: Reduced Site Disturbance - Development Footprint

Version 2.2: Site Development - Maximize Open Space

Application Guidance

Requirements

Open space area can be either adjacent to the building(s) or at another location on the campus. It must be aggregated and contiguous, not divided and dispersed. The open space may be at another campus site as long as it is placed in a permanent reserve status.

Submittals

- If there are multiple buildings in the project scope, enter aggregate data in the Submittal Template.
- For campus areas where the choice is made to have the open space set-aside not adjacent to the buildings provide documentation showing the requirements have been met and the land is in a natural state or been returned to a natural state and conserved for life of the buildings.

Supplementary Application Guidance

Open space does not have to be contiguous to the building(s) to which it is accredited. Open space may be aggregated and set aside as a larger plot of land. The land must be in a natural state or returned to a natural state; quads and playing fields do not count towards attaining this credit. This may enhance ecosystems and provide a larger piece of habitat. Clustering of buildings is good practice in terms of concentrating the impact of development in a limited area, leaving more of the site in its natural state, or providing for larger areas of habitat. Establishment of the project boundary with all credits in mind can enhance this process. Vegetated roofs may also contribute to credit compliance if the plantings meet the definition of native/adapted.

SS Credit 6.1

***Version 2.1:* Stormwater Management - Rate and Quantity**

***Version 2.2:* Stormwater Design: Quantity Control**

Application Guidance

Requirements

The credit requirements may be met using a centralized approach affecting the defined project site and that is within the campus boundaries. Distributed techniques based on a watershed approach are then required.

Submittals

If there are multiple buildings in the project scope, enter aggregate data in the Submittal Template. Demonstrate that centralized stormwater management strategies using distributed technologies achieve credit performance requirements.

Supplementary Application Guidance

A master planning approach to storm water management and overall impervious surface management that is campus-wide or based on the local watershed is preferred over stormwater management planning limited to one project site at a time. The campus setting with larger boundaries and settings allows comprehensive stormwater management techniques to be applied on a larger scale and with more flexibility. This provides economies of scale and affords greater opportunities for clustering buildings, increasing natural settings, and applying distributed management techniques cost effectively. Phasing of projects may affect when a Master Plan is implemented and how the specific building(s) under consideration will be accommodated.

SS Credit 6.2

1 Point

Version 2.1: Stormwater Management – Treatment

Application Guidance

Same as credit 6.1.

SS Credit 7.1: Heat Island Effect - Non-Roof

Application Guidance

Submittals

If there are multiple buildings in the project scope, enter aggregate data in the Submittal Template and list the buildings meeting this credit.

Supplementary Application Guidance

The campus setting with larger boundaries and settings allows comprehensive heat island management techniques to be applied on a larger scale and with more flexibility. This provides economies of scale and affords greater opportunities for clustering buildings, increasing pervious surfaces and natural settings, and applying management techniques cost effectively.

SS Credit 7.2: Heat Island Effect - Roof

Application Guidance

Submittals

If there are multiple buildings in the project scope, enter aggregate data in the Submittal Template and provide a list of buildings meeting the credit.

Supplementary Application Guidance

An average of compliance for building roof areas may be used to meet these requirements when more than one building is on the site. For each building or for the group of buildings, combinations of high albedo and vegetated roof must collectively cover 75% of the roof area.

SS Credit 8: Light Pollution Reduction

Application Guidance

Requirements

Develop an exterior lighting master plan that includes the project site and the surrounding buildings in a comprehensive manner addressing the safety and security issues of the campus environment by sharing exterior lighting amenities while minimizing light pollution and energy consumption. The lighting master plan must show that it incorporates the credit requirements as well as the following:

- How this plan will reduce light trespass and night sky access and specific projects fit into the overall design.
- How safety, security, and comfort will be enhanced by the use of a master plan.

Submittals

- Provide exterior lighting master plan that addresses the project site and buildings and infrastructure showing how overall light pollution is reduced.
- Provide a design narrative from the Architect, Electrical Engineer, or responsible party that demonstrates what measures have been implemented for the registered LEED building(s) to meet the provisions of the exterior lighting master plan in the campus requirements.

WATER EFFICIENCY

WE Credit 1: Water Efficient Landscaping

Application Guidance

Submittals

If there are multiple buildings in the project scope, enter aggregate data in the Submittal Template. Submit appropriate documentation supporting the design of the rainwater collection system, the landscape design, and the extent of the supplemental temporary irrigation system.

Supplementary Application Guidance

Landscaping in the larger context of the campus provides abundant opportunity to implement solutions that require less water and for capturing rainwater or recycled water. Large campuses may consider treating its buildings' wastewater to standards for non-potable uses.

While consistency in site boundaries is required, the initial flexibility in site boundary selection and building clustering options allow for enhanced opportunities for sharing captured or reusable water. The project may also use native plants and other landscape alterations leading to a lower water demand. A temporary irrigation system may be used during establishment period for landscape.

WE Credit 2: Innovative Wastewater Technologies

Application Guidance

Submittals

If there are multiple buildings in the project scope, enter weighted aggregate data in the Submittal Template.

Supplementary Application Guidance

When the site has more than one building, a weighted average of the site buildings, based on square footage, must be used to meet the requirements of the credit. This method ensures that each building generally meets the performance requirements.

Opportunities of scale may also allow more effective use of rain harvesting techniques or innovative and economical waste treatment technologies for the building(s) on the site. Options

include packaged biological nutrient removal systems, constructed wetlands, and high-efficiency filtration systems.

WE Credit 3: Water Use Reduction

Application Guidance

Submittals

If there are multiple buildings in the project scope, enter weighted aggregate data in the Submittal Template.

Supplementary Application Guidance

When the site has more than one building, a weighted average of the site buildings, based on square footage, must be used to meet the requirements of the credit. This method ensures that each building generally meets the performance requirements.

Opportunities of scale may also allow more effective use of certain techniques in differing buildings on the site.

Because of the varying occupant numbers in some types of campus buildings (including students, staff, and visitors) an alternative method of calculating this credit may be used. Rather than basing the calculations on the number of occupants, the water use may be based on the total number of each type of applicable fixtures in the building and the estimated number of uses for each of these. For example, for public water closets a sample calculation is as follows: $\text{Total Daily Water Use (Public WC)} = \text{Total Number Of Fixtures} \times \text{Estimated Daily Uses} \times \text{Flow Rate(GPF)} \times \text{Duration}$

The calculations should use the same fixture count and daily use numbers for the base and proposed case. This provides a reasonable representation of base and proposed case water use. Calculations should include all flush fixtures and the following flow fixtures: public and private lavatories, public and private showers, kitchen faucets, and laboratory and service lavatories.

The following as process loads may be excluded: eyewash fountains, emergency showers, water coolers, and water fountains.

ENERGY & ATMOSPHERE

EA Prerequisite 1

***Version 2.1:* Fundamental Building Systems Commissioning**

***Version 2.2:* Fundamental Commissioning of the Building Energy Systems**

Application Guidance

Requirements

Each building in a project must independently meet the requirements of this prerequisite.

Supplementary Application Guidance

Every building on the project site must document compliance. An employee in the owner's organization, who is not responsible for project design or construction management or supervision of the project and who has the appropriate credentials, would be the preferred commissioning authority for EA Prerequisite 1. The documentation for EA Prerequisite 1 may be from the design firm, but the individual acting as the commissioning authority must not be responsible for project design, construction management, or supervision.

In the campus setting, other elements and site features associated with a building project, such as fountains, irrigation system, wheelchair lifts, 'help phones', and exterior lighting systems which are not actual part of a building should also be considered for the commissioning process.

Many campus organizations have commissioning requirements for all projects such as a Project Delivery Process (PDP) Manual which outlines required commissioning related steps for each project phase, from initial scoping to closeout. It is suggested that these types of documents be reviewed for compliance with the LEED fundamental commissioning requirements and be modified, if necessary, to ensure that the strategies employed by the design team to achieve the fundamental commissioning credit fulfills all requirements set forth by the LEED reference guide. A local document or manual as well as any specifications that reference the manual may be submitted along with documentation of how the local manual and procedures specifically meet or exceed the referenced LEED standard. A local manual may serve as documentation for the development of the commissioning plan as long as the manual also complies with the LEED reference guide. The intent of the fundamental commissioning prerequisite will be met assuming the applicant provides information demonstrating their standard building practices, as outlined in the locally-generated procedures manual, meet or exceed the LEED referenced commissioning requirements.

EA Prerequisite 2: Minimum Energy Performance

Application Guidance

Requirements

Each building in a project must independently meet the requirements of this prerequisite.

Supplementary Application Guidance

When designing a group of buildings, orientation and site utilization can have a major impact on energy consumption. Consider the group of buildings as a whole for the application of passive tempering and alternative energy applications.

EA Prerequisite 3

***Version 2.1:* CFC Reduction in HVAC&R Equipment**

***Version 2.2:* Fundamental Refrigeration Management**

Application Guidance

Requirements

Each building in the project must meet this prerequisite. If the building(s) is connected to a central chilled water system, that system must either be CFC free or a commitment to phasing out CFC-based refrigerants must be in place, with a firm timeline of five years from completion of the project. Prior to phase out, reduce annual leakage of CFC-based refrigerants to 5% or less using EPA Clean Air Act, Title VI, Rule 608 procedures governing refrigerant management and reporting.

An alternative compliance path for buildings connected to a central chilled water system requires a third party (as defined in the LEED-EB Reference Guide) audit showing that system replacement or conversion is not economically feasible. The definition of the required economic analysis is: the replacement of a chiller(s) will be considered to be not economically feasible if the simple payback of the replacement is greater than 10 years. To determine the simple payback, divide the cost of implementing the replacement by the annual cost avoidance for energy that results from the replacement and any difference in maintenance costs including make-up refrigerants. If CFC-based refrigerants are maintained in the central system, reduce annual leakage to 5% or less using EPA Clean Air Act, Title VI, Rule 608 procedures governing refrigerant management and reporting and reduce the total leakage over the remaining life of the unit to less than 30% of its refrigerant charge.

Submittals

Provide a LEED Submittal Template, signed by a licensed professional engineer or architect and an attached list of the buildings declaring that each building's HVAC&R systems do not use CFC-based refrigerants.

OR

Provide a modified LEED Submittal Template, signed by a licensed professional engineer or architect with an attached list of the buildings and a letter of commitment from the campus/installation declaring its intention to phase-out CFCs and a summary of the phase out plan describing actions and approximate time frame. AND demonstrate that until phase out, existing CFC containing equipment meets EPA Title VI, Rule 608, procedures for refrigerant management and reporting.

OR

Provide results of third-party audit demonstrating that replacement is not economically feasible based a 10-year simple pay-back analysis. AND provide documentation showing compliance with EPA Clean Air Act, Title VI, Rule 608 governing refrigerant management and reporting. Provide documentation showing that the annual refrigerant leakage rate is below 5%, and the leakage over the remainder of unit life is being maintained below 30%.

Supplementary Application Guidance

If connecting to a central system containing CFC refrigerants operate according to USEPA criteria and plan for phasing out the CFC refrigerants. The use of CFCs in central plants is an ongoing issue for the campus environment. Systems using CFCs are older and less efficient than newer systems using modern refrigerants. It is in the best interests of all to phase out the use of CFCs from several perspectives including ozone depletion, global warming potential, and energy efficiency. When funds are lacking to modernize central chiller plants, the use of third party financing may be a viable alternative if the energy savings from the new equipment can pay for the initial investment. Consider contracting with an energy services company that fronts the equipment, guarantees savings, and is paid out of a share of the savings.

EA Credit 1: Optimize Energy Performance

Application Guidance

Requirements

This credit applies to each building within the project scope. To receive a single rating for a group of buildings, use a weighted average for the group of buildings based on their conditioned square footage, or aggregate the data into one PRM calculation, so that performance is achieved by buildings of varying sizes within a certifying group. Each building must still meet EA Prerequisite 1 and may receive its own rating if that is desired.

Supplementary Application Guidance

Consider energy sources such as waste heat or recovered resources. Reduced energy cost may reflect the effect of time-dependent valuation of energy (time-of-use) rates or demand charges when working in conjunction with permanently installed efficiency or storage systems. Environmental impacts result from the operation and expansion of energy infrastructure both on and off site. Application of the more efficient combined heat and power systems and energy storage systems may be applied more effectively in the campus environment. Since the buildings are rated based upon the energy (and its cost) that crosses the building boundary, more efficient central energy systems and thermal storage should be used as the basis of energy cost reductions in the calculation of the building's energy performance. Calculation instructions for Version 2.1 and 2.2 will be supplied as supplements to the respective Reference Guides.

EA Credit 2: On-Site Renewable Energy

Application Guidance

Requirements

A group of buildings may be evaluated on a group average, based on square footage, or each building may receive its own rating.

Submittals

For multiple buildings either use aggregate data in the Submittal Template and provide a list of the buildings or provide a Submittal Template for each building.

Supplementary Application Guidance

Consider orientation of the buildings as a group for maximum access to renewable energy. A central renewable energy system may be more cost effective than individual systems on the separate buildings. In the case where the renewable energy equipment is not physically located

on the applicant building(s), provide data for each building showing the projected energy consumption and the percentage to be met with their prorated or dedicated share of renewable energy. The owner should also submit a certification letter acknowledging that the renewable energy from a central system will apply only to the submitted project(s) and will not be applied to subsequent buildings for any future LEED certifications.

Another campus consideration may be the energy used to light pathways and other connective routes between multiple buildings in a group. For Version 2.1, the energy benefit of solar-powered pole lights can be applied to EA Credit 2 (Renewable Energy) on a special calculation basis. Normally, site lighting is not included in the ASHRAE 90.1 energy model unless attached to the building. After the energy modeling is completed, add the unregulated site lighting's electricity requirements to the design case's Regulated Subtotal (DEC) and add the solar-powered pole lights' contribution to it. This special calculation method awards the use of the technology within the appropriate context. The pole lighting contribution is not to be factored into EA Credit 1 calculations. Version 2.2 Option 1 accounts for site lighting within the updated referenced standard.

EA Credit 3

1 Point

Additional (Enhanced) Commissioning

Application Guidance

Requirements

Each building in a project must independently meet the requirements of this credit.

Supplementary Application Guidance

The Reference Guide elaborates that the intent of the credit is that "The Additional Commissioning Credit ensures peer review through independent, third party verification." An employee in the owner's organization, who is not responsible for the management or design of the project and who has the appropriate credentials, may serve as the "independent" commissioning authority. For example, if a university has architects who design the campus buildings, an engineer from the facility management staff can be considered the independent commissioning authority.

EA Credit 4

Version 2.1: Ozone Protection

Version 2.2: Enhanced Refrigerant Management

Application Guidance

Requirements

Each building in a multiple building project must meet the requirements of this credit in order to achieve it. In a campus setting, even if the project is only a single building, this often involves a central plant.

Version 2.1: If the building(s) is (are) connected to a central chilled water system, that system must be HCFC free or a commitment must be in place to phasing out HCFC-based refrigerants within 5 years from completion of the project.

Version 2.2: If the building(s) is (are) connected to a central chilled water system, that system must meet the credit requirements.

Supplementary Application Guidance

This credit is problematical to some campus situations where the central system is not owned by the campus operator. Negotiations with the chilled water supplier may be effective in getting their commitment to comply with v2.1 or v2.2 requirements. For Version 2.2, have the chilled water supplier perform the required calculations and submit a letter showing compliance.

In the selection of refrigerants, consider their global warming potential as part of the analysis criteria. A life-cycle analysis that includes the future impact of the Montreal Protocol should guide choice of refrigerants.

EA Credit 5: Measurement and Verification

Application Guidance

Requirements

Each building in a project must independently meet the requirements of this credit.

Submittals

If there are multiple buildings, attach a list of the buildings meeting the credit criteria. Separate M&V plans may be required for buildings that significantly differ.

Supplementary Application Guidance

Consider adding the functions that meet the requirements of this credit to a central energy management and control system for the campus. This would allow a continuous commissioning process for the building and maintenance issues could be centrally alarmed and personnel dispatched to keep systems in peak operating mode.

EA Credit 6: Green Power

Application Guidance

Requirements

Green power may be purchased on a centralized basis and credit attributed to a specific project. This same green power may not be credited to another project.

Submittals

Provide certification that any purchased green power is solely applied as credit to this project. If more than one building is to receive credit, provide data for each building showing the projected energy consumption of the buildings and the percentage to be met with green power. If the green power is generated by a campus entity, show that it meets Green-e standards.

Supplementary Application Guidance

Volume discounts are available from some Green Tag brokers. Therefore, it may be financially advantageous to the campus owner if multiple buildings are achieving this credit. Cogeneration from renewable sources (that meet Green-e standards) would be credited in EA Credit 2. Consider ID Credits for exemplary performance when 100% of green power content is used for extended periods.

MATERIALS & RESOURCES

MR Prerequisite 1: Storage & Collection of Recyclables

Application Guidance

Requirement

A central sorting and collection facility serving multiple buildings will also meet the intent of this credit as long as provisions are made for the collection of the recyclable materials within each building.

Submittals

If a central facility is used for sorting and/or temporary storage, include a narrative that succinctly describes collection procedures, frequency (based on generation estimates) and facilities.

MR Credit 1.1 to 1.3: Building Reuse

Application Guidance

Submittal

If there are multiple buildings in the project scope, enter aggregate data in the primary Submittal Template. Also provide one hardcopy version of the Submittal Template for each building's data.

MR Credit 2: Construction Waste Management

Application Guidance

Submittals

If there are multiple buildings in the project scope, enter aggregate data in the Submittal Template.

Supplementary Campus Application Guidance

Additional strategies for campuses include documenting salvage that occurs by owner organizations prior to the building being turned over to contractors for demolition including

offering materials to academic programs on campus such as fine arts or architectural studios or for troop construction projects on military installations.

MR Credits 3 through 7

Application Guidance

Submittals

If there are multiple buildings in the project scope, enter aggregate data in the Submittal Template.

INDOOR ENVIRONMENTAL QUALITY

EQ Prerequisite 1: Minimum IAQ Performance

Application Guidance

Requirements

If there are multiple buildings on the project site, each building must independently meet the requirements.

EQ Prerequisite 2: Environmental Tobacco Smoke (ETS) Control

Application Guidance

Requirements

If there are multiple buildings on the project site, each building must independently meet the requirements.

Version 2.1 projects can use any Version 2.2 compliance path (v2.2 requirements are simply a compilation of v2.1 credit rulings).

Submittals

List all buildings and identify which method was used on each.

EQ Credit 1: Carbon Dioxide (CO₂) Monitoring

Application Guidance

Requirements

If there are multiple buildings on the project site, each building must independently meet the requirements.

EQ Credit 2: Ventilation Effectiveness

Application Guidance

Requirements

If there are multiple buildings on the project site, each building must independently meet the requirements.

EQ Credit 3.1 and 3.2: Construction IAQ Management Plan

Application Guidance

Requirements

If there are multiple buildings on the project site, then each building must independently meet the requirements.

Version 2.1 projects can use any Version 2.2 compliance path (v2.2 requirements are simply a compilation of v2.1 credit rulings).

EQ Credit 4.1: Low-Emitting Materials - Adhesives & Sealants

Application Guidance

Requirements

If there are multiple buildings on the project site, then each building must independently meet the requirements.

Supplementary Application Guidance

Version 2.2 requirements are more stringent than Version 2.1.

EQ Credit 4.2: Low-Emitting Materials - Paints and Coatings

Application Guidance

Requirements

If there are multiple buildings on the project site, then each building must independently meet the requirements.

Supplementary Application Guidance

Version 2.2 requirements are more comprehensive (and thus more stringent) than Version 2.1.

EQ Credit 4.3: Low-Emitting Materials - Carpet

Application Guidance

Requirements

If there are multiple buildings on the project site, then each building must independently meet the requirements.

EQ Credit 4.4: Low-Emitting Materials - Composite Wood

Application Guidance

Requirements

If there are multiple buildings on the project site, then each building must independently meet the requirements.

Supplementary Application Guidance

Version 2.2 requirements are more comprehensive (and thus more stringent) than Version 2.1.

EQ Credit 5: Indoor Chemical & Pollutant Source Control

Application Guidance

Requirements

If there are multiple buildings on the project site, then each building must independently meet the requirements.

EQ Credit 6.1: Controllability of Systems- Perimeter Spaces

Application Guidance

Requirements

If there are multiple buildings on the project site, then each building must independently meet the requirements.

Supplementary Campus Application Guidance

Examine trade-offs of natural ventilation using operable windows in spaces that will need to be darkened for projection equipment. Some types of power operated black-out shades can be pulled from their tracks by breezes through large window openings. If natural ventilation is a priority and power shades are also required, employ strategies that do not utilize the glazing area of the exterior walls.

EQ Credit 6.2: Controllability of Systems, Non-Perimeter Spaces

Application Guidance

Requirements

If there are multiple buildings on the project site, then each building must independently meet the requirements.

EQ Credit 7.1: Thermal Comfort- Compliance with ASHRAE 55-1992

Application Guidance

Requirements

If there are multiple buildings on the project site, then each building must independently meet the requirements.

Supplementary Campus Application Guidance

Version 2.1 projects can use the Version 2.2 compliance path (v2.2 requirements are simply a compilation of v2.1 credit rulings).

EQ Credit 7.2: Thermal Comfort- Permanent Monitoring System

Application Guidance

Requirements

If there are multiple buildings on the project site, then each building must independently meet the requirements.

EQ Credit 8.1 and 8.2: Daylight and Views

Application Guidance

Requirements

If there are multiple buildings on the project site, then each building must independently meet the requirements.

INNOVATION & DESIGN PROCESS

ID Credit 1.1 – 1.4: Innovation in Design

Application Guidance

In the campus setting and with multiple buildings, additional innovative opportunities arise, specifically with infrastructure and site issues. Economies of scale allow for more creativity and application of initiatives with larger scopes. The strategies and documentation for achieving innovation credits related to the site may be “duplicated” in multiple buildings or multiple applications for separate buildings, provided a clear description of how the whole site achieves the intended credits is presented. It must be clear that none of the required areas or facilities is counted twice. Each credit should be carefully assessed and treated fairly, respective of overall site issues (e.g., pervious surfaces) versus individual building issues (e.g., roofing). For example, if the project is applying for SSc5.2, which requires that permanent open space be designated adjacent to the building, the area of this open space must reflect the combined footprints of all of the buildings.

An innovation credit is warranted if activities and/or programs inspired by a LEED project are applied to the campus as a whole, thus delivering correspondingly larger environmental benefit.

ID Credit 2: LEED Accredited Professional

No application guidance is necessary.