CITY OF SAN JOSE
CAPITAL OF SILICON VALLEY

DEPARTMENT OF PLANNING, BUILDING AND CODE ENFORCEMENT

Purpose of the Compliance Checklist

In 2020, the City adopted a Greenhouse Gas Reduction Strategy (GHGRS) that outlines the actions the City will undertake to achieve its proportional share of State greenhouse gas (GHG) emission reductions for the interim target year 2030. The purpose of the Greenhouse Gas Reduction Strategy Compliance Checklist (Checklist) is to:

- Implement GHG reduction strategies from the 2030 GHGRS to new development projects.
- Provide a streamlined review process for proposed new development projects that are subject to discretionary review and trigger environmental review pursuant to the California Environmental Quality Act (CEQA).

The 2030 GHGRS presents the City's comprehensive path to reduce GHG emissions to achieve the 2030 reduction target, based on SB 32, BAAQMD, and OPR. Additionally, the 2030 GHGRS leverages other important City plans and policies; including the General Plan, Climate Smart San José, and the City Municipal Code in identifying reductions strategies that achieve the City's target. CEQA Guidelines Section 15183.5 allows for public agencies to analyze and mitigate GHG emissions as part of a larger plan for the reduction of greenhouse gases. Accordingly, the City of San José's 2030 GHGRS represents San José's qualified climate action plan in compliance with CEQA.

As described in the 2030 GHGRS, these GHG reductions will occur through a combination of City initiatives in various plans and policies and will provide reductions from both existing and new developments. This Compliance Checklist specifically applies to proposed discretionary projects that require environmental review pursuant to CEQA. Therefore, the Checklist is a critical implementation tool in the City's overall strategy to reduce GHG emissions. Implementation of applicable reduction actions in new development projects will help the City achieve incremental reductions toward its target. Per the 2030 GHGRS, the City will monitor strategy implementation and make updates, as necessary, to maintain an appropriate trajectory to the 2030 GHG target.

Pursuant to CEQA Guidelines Sections 15064(h)(3), 15130(d), and 15183(b), a project's incremental contribution to a cumulative GHG emissions effect may be determined not to be cumulatively considerable if it complies with the requirements of the GHGRS.

Instructions for Compliance Checklist

Applicants shall complete the following sections to demonstrate conformance with the City of San José 2030 Greenhouse Gas Reduction Strategy for the proposed project. All projects must complete Section A. General Plan Policy Conformance and Section B. Greenhouse Gas Reduction Strategies. Projects that propose alternative GHG mitigation measures must also complete Section C. Alternative Project Measures and Additional GHG Reductions.

A. General Plan Policy Compliance

Projects need to demonstrate consistency with the Envision San José 2040 General Plan's relevant policies for Land Use & Design, Transportation, Green Building, and Water Conservation, enumerated in Table A. All applicants shall complete the following steps.

1. Complete Table A, Item #1 to demonstrate the project's consistency with the General Plan Land Use and Circulation Diagram.

2. Complete Table A, Items #2 through #4 to demonstrate the project's consistency with General Plan policies[1] related to green building; pedestrian, bicycle & transit site design; and water conservation and urban forestry, as applicable. For each policy listed, mark the relevant yes/no check boxes to indicate project consistency, and provide a qualitative description of how the policy is implemented in the proposed project or why the policy is not applicable to the proposed project. Qualitative descriptions can be included in Table A or provided as separate attachments. This explanation will provide the basis for analysis in the CEQA document.

B. Greenhouse Gas Reduction Strategies

Table B identifies the GHGRS strategies and recommended consistency options. Projects need to demonstrate consistency with the GHGRS reduction strategies listed in Table B or document why the strategies are not applicable or are infeasible. The corresponding GHGRS strategies are indicated in the table to provide additional context, with the full text of the strategies preceding Table B.

Residential projects must complete Table B, Part 1 and 2; Non-residential projects must complete Table B, Part 2 only. All applicants shall complete the following steps for Table B.

1. Review the project consistency options described in the column titled 'GHGRS Strategy and Consistency Options'.

2. Use the check boxes in the column titled "Project Conformance" to indicate if the strategy is 'Proposed', 'Not Applicable', 'Not Feasible', or if there is an 'Alternative Measure Proposed'.

[1] The lists in items # 2-4 do not represent all General Plan policies but allow projects to demonstrate consistency and achievement of policies that are related to quantified reduction estimates in the 2030 GHGRS.

3. Provide a qualitative analysis of the proposed project's compliance with the GHGRS strategies in the column titled "Description of Project Measure". This will be the basis for CEQA analysis to demonstrate compliance with the 2030 GHGRS and by extension, with SB 32. The qualitative analysis should provide:

    a. A description of which consistency options are included as part of the proposed project, or

    b. A description of why the strategy is not applicable to the proposed project, or

    c. A description of why the consistency options are infeasible. If applicants select 'Not Feasible' or 'Alternative Measure Proposed', they must complete Table C to document what alternative project measures will be implemented to achieve a similar level of greenhouse gas reduction and how those reduction estimates were calculated.

C. Alternative Project Measures and Additional GHG Reductions

Projects that propose alternative GHG mitigation measures to those identified in Table B or propose to include additional GHG mitigation measures beyond those described in Tables A and B, shall provide a summary explanation of the proposed measures and demonstrate efficiency or greenhouse gas reductions achievable though the proposed measures. Documentation for these alternative or additional project measures shall be documented in Table C. Any applicants who select 'Not Feasible' or 'Alternative Measure Proposed' in Table B must complete the following steps for Table C.

1. In the column titled "Description of Proposed Measure" provide a qualitative description of what measure will be implemented, why it is proposed, and how it will reduce GHG emissions.

2. In the column titled "Description of GHG Reduction Estimate" demonstrate how the alternative project measure would achieve the same or greater level of greenhouse gas reductions as the GHGRS strategy it replaces. Documentation or calculation files can be attached separately.

3. In the column titled "Proposed Measure Implementation" identify how the measure will be implemented: incorporated as part of the project design or as an additional measure that is not part of the project (e.g., purchase of carbon offsets).

Compliance Checklist

Evaluation of Project Conformance with the 2030 Greenhouse Gas Reduction Strategy

Table A: General Plan Consistency

Development Type: ☒ Commercial ☐ Residential ☐ Office ☐ Other: Specify

1) Consistency with the Land Use/Transportation Diagram (Land Use and Density)	Yes	No
Is the proposed Project consistent with the Land Use/Transportation Diagram?	☒	☐
If not, and the proposed project includes a General Plan Amendment, does the proposed amendment decrease GHG emissions (in absolute terms or per capita, per employee, per service population) below the level assumed in the GHGRS based on the existing planned land use? (The project could have a higher density, mix of uses, or other features that would reduce GHG emissions compared to the planned land use).[2]	☐	☐
If not, would the proposed project and the General Plan Amendment increase GHG emissions (in absolute terms or per capita, per employee, per service population)? Project is not consistent with GHGRS and further modeling will be required to determine if additional mitigation measures are necessary.	☐	☐

Response documentation: [Either here or as an attachment]

The proposed project is consistent with the land use designation of the project site and is replacing a building with the same use

[2] For example, a General Plan Amendment to change use from single-family residential to multi-family residential or a General Plan Amendment to change the use from regional-serving commercial to mixed-use urban in a transit-served area might reduce travel demand, and therefore GHG emissions from mobile sources.

2) *Implementation of Green Building Measures*	Yes	No
MS-2.2: Encourage maximized use of on-site generation of renewable energy for all new and existing buildings.	☒	☐
Not applicable	☐	☐
Describe how the project is consistent or why the measure is not applicable. As part of our greenhouse gas (GHG) reduction strategy, we have evaluated the feasibility of on-site renewable energy and designated space on the roof for potential future solar panel installation.		
MS-2.3: Encourage consideration of solar orientation, including building placement, landscaping, design and construction techniques for new construction to minimize energy consumption.	☒	☐
Not applicable	☐	☐
Describe how the project is consistent or why the measure is not applicable. Building positioning to maximize shading and cooling. Incorporated overhangs and awnings in the design to provide shade from the high summer sun and admit low winter sun. Maximized the planting trees to provide shade to reduce the impact of the heat island. Ensure tight building envelopes with continuous insulation and proper air sealing using advanced framing techniques to improve overall insulation.		
MS-2.7: Encourage the installation of solar panels or other clean energy power generation sources over parking areas.	☐	☒
Not applicable	☐	☐
Describe how the project is consistent or why the measure is not applicable. Due to the site constraints and operation requirements, including waste management service access and fire apparatus vehicle maneuverability, the inclusion of covered parking stalls for solar generation is not feasible.		
MS-2.11: Require new development to incorporate green building practices, including those required by the Green Building Ordinance. Specifically, target reduced energy use through construction techniques (e.g., design of building envelopes and systems to maximize energy performance), through architectural design (e.g., design to maximize cross ventilation and interior daylight) and through site design techniques (e.g., orienting buildings on sites to maximize the effectiveness of passive solar design).	☐	☒
Not applicable	☐	☐
Describe how the project is consistent or why the measure is not applicable. We have made a concerted effort to comply with all applicable requirements by meeting CALGreen and Title 24 standards. This includes the use of high-performance mechanical and electrical systems to maximize efficiency and minimize energy consumption. The building envelope is designed to reduce thermal loss and gain, while landscape elements have been integrated to enhance energy efficiency and support climate resilience.		

MS-16.2: Promote neighborhood-based distributed clean/renewable energy generation to improve local energy security and to reduce the amount of energy wasted in transmitting electricity over long distances.	☐	☐
Not applicable	☒	☐
Describe how the project is consistent or why the measure is not applicable. [Either here or as an attachment] The project site does not have the means to contribute to neighborhood clean energy generation		

3) Pedestrian, Bicycle & Transit Site Design Measures	Yes	No
CD-2.1: Promote the Circulation Goals and Policies in the Envision San José 2040 General Plan. Create streets that promote pedestrian and bicycle transportation by following applicable goals and policies in the Circulation section of the Envision San José 2040 General Plan.		
a) Design the street network for its safe shared use by pedestrians, bicyclists, and vehicles. Include elements that increase driver awareness.	☐	☐
b) Create a comfortable and safe pedestrian environment by implementing wider sidewalks, shade structures, attractive street furniture, street trees, reduced traffic speeds, pedestrian-oriented lighting, mid-block pedestrian crossings, pedestrian-activated crossing lights, bulb-outs and curb extensions at intersections, and on-street parking that buffers pedestrians from vehicles.	☒	☐
c) Consider support for reduced parking requirements, alternative parking arrangements, and Transportation Demand Management strategies to reduce area dedicated to parking and increase area dedicated to employment, housing, parks, public art, or other amenities. Encourage de-coupled parking to ensure that the value and cost of parking are considered in real estate and business transactions.	☒	☐
Not applicable	☐	☐
Describe how the project is consistent or why the measure is not applicable. To reduce the urban heat island effect, parking areas will be shaded using a combination of canopy trees and other shading elements. These features will help mitigate heat buildup and create a more comfortable environment. ADA-compliant pedestrian walkways will connect building entrances to public sidewalks and adjacent properties, ensuring accessibility for all users. Additionally, bicycle racks will be installed to support active transportation and reduce dependence on vehicles.		

CD-2.5: Integrate Green Building Goals and Policies of the Envision San José 2040 General Plan into site design to create healthful environments. Consider factors such as shaded parking areas, pedestrian connections, minimization of impervious surfaces, incorporation of stormwater treatment measures, appropriate building orientations, etc.	☒	☐
Not applicable	☐	☐
Describe how the project is consistent or why the measure is not applicable. Parking areas will be shaded using a combination of canopy trees and other shading elements. These features will help mitigate heat buildup and create a more comfortable environment. ADA-compliant pedestrian walkways will connect building entrances to public sidewalks and adjacent properties, ensuring accessibility for all users.		

	Yes	No
CD-2.11: Within the Downtown and Urban Village Overlay areas, consistent with the minimum density requirements of the pertaining Land Use/Transportation Diagram designation, avoid the construction of surface parking lots except as an interim use, so that long-term development of the site will result in a cohesive urban form. In these areas, whenever possible, use structured parking, rather than surface parking, to fulfill parking requirements. Encourage the incorporation of alternative uses, such as parks, above parking structures.	☐	☒
Not applicable	☐	☐
Describe how the project is consistent or why the measure is not applicable. [Either here or as an attachment]		
CD-3.2: Prioritize pedestrian and bicycle connections to transit, community facilities (including schools), commercial areas, and other areas serving daily needs. Ensure that the design of new facilities can accommodate significant anticipated future increases in bicycle and pedestrian activity.	☒	☐
Not applicable	☐	☐
Describe how the project is consistent or why the measure is not applicable. The design of the project prioritizes safe and convenient pedestrian and bicycle access. Connections to nearby public right-of-way. The project includes ADA-compliant sidewalks, clearly marked crosswalks, and secure bicycle parking to encourage non-motorized access.		
CD-3.4: Encourage pedestrian cross-access connections between adjacent properties and require pedestrian and bicycle connections to streets and other public spaces, with particular attention and priority given to providing convenient access to transit facilities. Provide pedestrian and vehicular connections with cross-access easements within and between new and existing developments to encourage walking and minimize interruptions by parking areas and curb cuts.	☒	☐
Not applicable	☐	☐
Describe how the project is consistent or why the measure is not applicable. The Site is designed to promote a walkable, interconnected environment by incorporating pedestrian and vehicular cross-access to adjacent properties. This approach aligns with best practices in urban design and local planning goals, particularly the objective of improving access in and around the site		
LU-3.5: Balance the need for parking to support a thriving Downtown with the need to minimize the impacts of parking upon a vibrant pedestrian and transit oriented urban environment. Provide for the needs of bicyclists and pedestrians, including adequate bicycle parking areas and design measures to promote bicyclist and pedestrian safety.	☒	☐
Not applicable	☐	☐
Describe how the project is consistent or why the measure is not applicable. [Either here or as an attachment]		
Bike parking and pedestrian access is being provided per code and city planning review.		

	Yes	No
TR-2.8: Require new development to provide on-site facilities such as bicycle storage and showers, provide connections to existing and planned facilities, dedicate land to expand existing facilities or provide new facilities such as sidewalks and/or bicycle lanes/paths, or share in the cost of improvements.	☒	☐
Not applicable	☐	☐
Describe how the project is consistent or why the measure is not applicable. Secure bicycle parking for customers and lockable storage facilities for staff are available on-site.		

TR-7.1: Require large employers to develop TDM programs to reduce the vehicle trips and vehicle miles generated by their employees through the use of shuttles, provision for car-sharing, bicycle sharing, carpool, parking strategies, transit incentives and other measures.	☐	☐
Not applicable	☐	☒
Describe how the project is consistent or why the measure is not applicable. [Either here or as an attachment] Project is not large enough to trigger TDM requirements.		

TR-8.5: Promote participation in car share programs to minimize the need for parking spaces in new and existing development.	☐	☐
Not applicable	☐	☒
Describe how the project is consistent or why the measure is not applicable. [Either here or as an attachment] The project is a commercial restaurant use and would not have means to enforce a car share program		

4) Water Conservation and Urban Forestry Measures	Yes	No
MS-3.1: Require water-efficient landscaping, which conforms to the State's Model Water Efficient Landscape Ordinance, for all new commercial, institutional, industrial and developer-installed residential development unless for recreation needs or other area functions.	☒	☐
Not applicable	☐	☐
Describe how the project is consistent or why the measure is not applicable. [Either here or as an attachment] Project will be providing water-efficient landscaping as required by code.		

	Yes	No
MS-3.2: Promote the use of green building technology or techniques that can help reduce the depletion of the City's potable water supply, as building codes permit. For example, promote the use of captured rainwater, graywater, or recycled water as the preferred source for non-potable water needs such as irrigation and building cooling, consistent with Building Codes or other regulations.	☐	☐
Not applicable	☐	☒
Describe how the project is consistent or why the measure is not applicable. [Either here or as an attachment] Recycled water is not available to the site.		
MS-19.4: Require the use of recycled water wherever feasible and cost-effective to serve existing and new development.	☐	☐
Not applicable	☐	☒
Describe how the project is consistent or why the measure is not applicable. [Either here or as an attachment] Recycled water is not available to the site.		
MS-21.3: Ensure that San José's Community Forest is comprised of species that have low water requirements and are well adapted to its Mediterranean climate. Select and plant diverse species to prevent monocultures that are vulnerable to pest invasions. Furthermore, consider the appropriate placement of tree species and their lifespan to ensure the perpetuation of the Community Forest.	☐	☐
Not applicable	☐	☒
Describe how the project is consistent or why the measure is not applicable. [Either here or as an attachment] No community forest has been proposed.		
MS-26.1: As a condition of new development, require the planting and maintenance of both street trees and trees on private property to achieve a level of tree coverage in compliance with and that implements City laws, policies or guidelines.	☒	☐
Not applicable	☐	☐
Describe how the project is consistent or why the measure is not applicable. [Either here or as an attachment] Street trees are provided per city code requirements.		

	Yes	No
ER-8.7: Encourage stormwater reuse for beneficial uses in existing infrastructure and future development through the installation of rain barrels, cisterns, or other water storage and reuse facilities.	☐	☒
Not applicable	☐	☐

Describe how the project is consistent or why the measure is not applicable. [Either here or as an attachment]

Project is not proposing to reuse or store water for reuse.

GHGRS Strategies

GHGRS #1: The City will implement the San José Clean Energy program to provide residents and businesses access to cleaner energy at competitive rates.

GHGRS #2: The City will implement its building reach code ordinance (adopted September 2019) and its prohibition of natural gas infrastructure ordinance (adopted October 2019) to guide the city's new construction toward zero net carbon (ZNC) buildings.

GHGRS #3: The City will expand development of rooftop solar energy through the provision of technical assistance and supportive financial incentives to make progress toward the Climate Smart San José goal of becoming a one-gigawatt solar city.

GHGRS #4: The City will support a transition to building decarbonization through increased efficiency improvements in the existing building stock and reduced use of natural gas appliances and equipment.

GHGRS #5: As an expansion to Climate Smart San José, the City will update its Zero Waste Strategic Plan and reassess zero waste strategies. Throughout the development of the update, the City will continue to divert 90 percent of waste away from landfills through source reduction, recycling, food recovery and composting, and other strategies.

GHGRS #6: The City will continue to be a partner in the Caltrain Modernization Project to enhance local transit opportunities while simultaneously improving the city's air quality.

GHGRS #7: The City will expand its water conservation efforts to achieve and sustain long-term per capita reductions that ensure a reliable water supply with a changing climate, through regional partnerships, sustainable landscape designs, green infrastructure, and water-efficient technology and systems.

Table B: 2030 Greenhouse Gas Reduction Strategy Compliance

GHGRS Strategy and Consistency Options	Description of Project Measure	Project Conformance
PART 1: RESIDENTIAL PROJECTS ONLY		
Zero Net Carbon Residential Construction 1. Achieve/exceed the City's Reach Code, and 2. Exclude natural gas infrastructure in new construction, or 3. Install on-site renewable energy systems or participate in a community solar program to offset 100% of the project's estimated energy demand, or 4. Participate in San José Clean Energy at the Total Green level (i.e., 100% carbon-free electricity) for electricity accounts associated with the project until which time SJCE achieves 100% carbon-free electricity for all accounts. **Supports Strategies:** GHGRS #1, GHGRS #2, GHGRS #3	*Describe which, if any, project consistency options from the leftmost column you are implementing.* *OR,* *Describe why this strategy is not applicable to your project.* *OR,* *Describe why such measures are infeasible.*	☐ Proposed ☐ Not Applicable ☐ Not Feasible* ☐ Alternative Measure Proposed ** The 2030 GHGRS assumed this strategy would be feasible for 50% of residential units constructed between 2020 and 2030.*
PART 2: RESIDENTIAL AND NON-RESIDENTIAL PROJECTS		
Renewable Energy Development 1. Install solar panels, solar hot water, or other clean energy power generation sources on development sites, or 2. Participate in community solar programs to support development of renewable energy in the community, or 3. Participate in San José Clean Energy at the Total Green level (i.e., 100% carbon-free electricity) for electricity accounts associated with the project. **Supports Strategies:** GHGRS #1, GHGRS #3	*Describe which, if any, project consistency options from the leftmost column you are implementing.* *OR,* *Describe why this strategy is not applicable to your project.* *OR,* *Describe why such measures are infeasible.*	☐ See Part 1 (Residential projects only) ☐ Proposed ☐ Not Applicable ☒ Not Feasible ☐ Alternative Measure Proposed

GHGRS Strategy and Consistency Options	Description of Project Measure	Project Conformance
Building Retrofits – Natural Gas[3] This strategy only applies to projects that include a retrofit of an existing building. If the proposed project does not include a retrofit, select "Not Applicable" in the Project Conformance column. 1. Replace an existing natural gas appliance with an electric alternative (e.g., space heater, water heater, clothes dryer), or 2. Replace an existing natural gas appliance with a high-efficiency model Supports Strategies: GHGRS #4	*Describe which, if any, project consistency options from the leftmost column you are implementing.* *OR,* *Describe why this strategy is not applicable to your project.* *OR,* *Describe why such measures are infeasible.*	☐ Proposed ☒ Not Applicable ☐ Not Feasible ☐ Alternative Measure Proposed
Zero Waste Goal 1. Provide space for organic waste (e.g., food scraps, yard waste) collection containers, and/or 2. Exceed the City's construction & demolition waste diversion requirement. Supports Strategies: GHGRS #5	*Describe which, if any, project consistency options from the leftmost column you are implementing.* *OR,* *Describe why this strategy is not applicable to your project.* *OR,* *Describe why such measures are infeasible.*	☒ Proposed ☐ Not Applicable ☐ Not Feasible ☐ Alternative Measure Proposed

[3] GHGRS Strategy #4 applies to existing building retrofits and not to new construction; Strategy #2 applies to new construction to reduce natural gas related GHG emissions

GHGRS Strategy and Consistency Options	Description of Project Measure	Project Conformance
Caltrain Modernization 1. For projects located within ½ mile of a Caltrain station, establish a program through which to provide project tenants and/or residents with free or reduced Caltrain passes or 2. Develop a program that provides project tenants and/or residents with options to reduce their vehicle miles traveled (e.g., a TDM program), which could include transit passes, bike lockers and showers, or other strategies to reduce project related VMT. **Supports Strategies:** GHGRS #6	*Describe which, if any, project consistency options from the leftmost column you are implementing.* *OR,* *Describe why this strategy is not applicable to your project.* *OR,* *Describe why such measures are infeasible.*	☐ Proposed ☒ Not Applicable ☐ Not Feasible ☐ Alternative Measure Proposed
Water Conservation 1. Install high-efficiency appliances/fixtures to reduce water use, and/or include water-sensitive landscape design, and/or 2. Provide access to reclaimed water for outdoor water use on the project site. **Supports Strategies:** GHGRS #7	*Describe which, if any, project consistency options from the leftmost column you are implementing.* *OR,* *Describe why this strategy is not applicable to your project.* *OR,* *Describe why such measures are infeasible.*	☒ Proposed ☐ Not Applicable ☐ Not Feasible ☐ Alternative Measure Proposed

Table C: Applicant Proposed Greenhouse Gas Reduction Measures

Description of Proposed Measure	Description of GHG Reduction Estimate	Proposed Measure Implementation
[Describe the proposed project measure and why it is proposed] Supports Strategies/Sectors: GHGRS #	*[Demonstrate the effectiveness of the proposed measure to reduce the project's GHG emissions.* *Include a description of how your measure will reduce emissions and provide supporting quantification documentation/assumptions.]*	☐ Part of Design ☐ Additional Measure
[Describe the proposed project measure and why it is proposed] Supports Strategies/Sectors: GHGRS #	*[Demonstrate the effectiveness of the proposed measure to reduce the project's GHG emissions.* *Include a description of how your measure will reduce emissions and provide supporting quantification documentation/assumptions.]*	☐ Part of Design ☐ Additional Measure
[Describe the proposed project measure and why it is proposed] Supports Strategies/Sectors: GHGRS #	*[Demonstrate the effectiveness of the proposed measure to reduce the project's GHG emissions.* *Include a description of how your measure will reduce emissions and provide supporting quantification documentation/assumptions.]*	☐ Part of Design ☐ Additional Measure
[Describe the proposed project measure and why it is proposed] Supports Strategies/Sectors: GHGRS #	*[Demonstrate the effectiveness of the proposed measure to reduce the project's GHG emissions.* *Include a description of how your measure will reduce emissions and provide supporting quantification documentation/assumptions.]*	☐ Part of Design ☐ Additional Measure