



Administrative Directive

Title: Green Building Criteria for New City Buildings		Index Number: AD 3.22
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1.0 Purpose and Need

The City Council formally received and accepted the Green Ribbon Committee report on December 4, 2007. One of the recommendations included in that report was to implement a “green building” certification program. Likewise, the Mayor of the City of Virginia Beach has signed the U.S. Mayors Climate Protection Agreement resolution which provides for: Practice and promote sustainable building practices using the U.S. Green Building Council’s LEED program. Further, the Virginia Municipal League (VML) has established the Go Green Virginia program which includes the action item to establish a policy of LEED certification for new facilities.

2.0 Administrative Directive

This Administrative Directive is to establish the City policy for implementation of a “green building” program consistent with the U. S. Green Building Council’s (USGBC) Leadership in Energy and Environmental Design (LEED) criteria.

3.0 Definitions

U.S. Green Building Council - The USGBC is the nation’s foremost coalition of leaders from across the building industry working to promote buildings that are environmentally responsible, profitable, and healthy places to live and work. The organization is comprised of international organizations including product manufacturers, environmental leaders, building and design professionals, retailers, building owners, financial industry leaders, and local, state, and federal agencies. The mission of the USGBC is to accelerate the adoption of green building practices, technologies, policies, and standards.

LEED – The LEED certification program is based on the design and construction of the new building in six categories: Sustainable Sites, Water Efficiency, Energy & Atmosphere, Materials & Resources, Indoor Environmental Quality, and Innovation in Design. It is a performance-oriented system where credits are earned for satisfying the criteria in these six categories designed to address specific environmental impacts inherent in the design, construction, and operations & maintenance of buildings. Different levels of green building certification are awarded based on the total credits earned. The four levels are: Certified, Silver, Gold, and Platinum.

4.0 Procedure to Accomplish Administrative Directive

1. Whenever technically and fiscally possible, all new City building projects that have over 10,000 square feet of conditioned spaced will be designed and constructed to achieve no less than a LEED Certified rating.
2. The level of LEED certification from Certified to Platinum will be determined on a project-by-project basis with consideration of the opportunities for available credits given the features and functions of the proposed site and building within the project budgets established by the approved Capital Improvement Program (CIP). The level of certification will be commensurate with the available project budget.

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5.0 Responsibility and Authority

1. Public Works Department – The Facilities Design and Construction Division will assist the various Department Director stakeholders (i.e. project owners) and the Facilities Management Office of the Management Services Department in determining which new building construction projects will be included in the LEED certification program, and at what level of certification within the Criteria established in paragraph 4.0 above, during the annual development and/or update of the building projects in the CIP.
2. Public Utilities Department – The Public Utilities Department will implement this LEED certification program for their facility projects meeting the criteria established in paragraph 4.0 above.
3. Management Services Department – The Facilities Management Office will document the LEED certification objectives for each qualifying project in the annual preparation and/or update of the CIP.

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