



CITY OF ENCINITAS
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MULTIFAMILY CLIMATE ACTION PLAN CHECKLIST

Version: January, 21 2026

Purpose and Relevance to Climate Action Plan

The City's Climate Action Plan (CAP) outlines actions and measures to reduce greenhouse gas (GHG) emissions, including energy efficiency and green building code requirements that must be implemented by development projects seeking building permits. This checklist provides a streamlined review process for proposed development projects that are subject to Encinitas' local CAP-related building requirements. This CAP Checklist must be completed in addition to the forms and documentation required by the California Energy Code (Title 24, Part 6) and the California Green Building Standards Code (Title 24, Part 11).

Checklist Procedure

- When seeking a permit for a New Construction, Addition, or Alteration project, the applicant must complete this checklist and **include it as a sheet in the project plans with its location denoted in the sheet index.**
- **Every section of this checklist must be complete.** If the section is not applicable to your Project Type, mark "Not Applicable."
- The applicant must **provide plan references**, an explanation, and/or relevant supporting materials to demonstrate how the project satisfies, is not applicable to, or qualifies for an exception.
- The applicable requirements in the checklist must be included in the project's conditions of approval and on the permitted building plans.

Referenced Code

Encinitas Municipal Code Chapter 23 - Denoted as "EMC" throughout the checklist.

Full Code: <https://ecode360.com/EN5042>

California Title 24 Part 6 - Denoted as "T24P6" throughout the checklist.

Full Code: energy.ca.gov/sites/default/files/2025-07/CEC-400-2025-010-F_0.pdf

California Title 24 Part 11 - Denoted as "T24P11" throughout the checklist.

Full Code: <https://codes.iccsafe.org/content/CAGBC2025P1>

Fact Sheets summarizing the requirements can be found <http://www.encinitasca.gov/greenbuilding>

Definitions:

Mixed use: Buildings which include both residential and nonresidential uses. Mixed-use buildings must comply with all applicable residential and nonresidential requirements.

Multifamily: Buildings, other than townhomes, containing more than two dwelling units (e.g., apartment complex, condominium. (See [T24P6 100.1\(b\)](#))

New Construction: All new buildings and any existing buildings where more than 50 percent of the roof framing and exterior bearing walls/columns are removed or conditioned area more than doubles.

Low-Rise: Buildings which are three habitable stories or less.

High-Rise: Buildings which are four habitable stories or more.

Contact and Project information

Applicant Name and/or Company:

Scope of Work or Project Description:

Applicant Phone Number:

Applicant Email:

Permit Number:

Project Address:

Proposed Building Gross Square Feet:

Permit Valuation:

Project Type and Applicable Checklist Sections

Project Type	Selection	Required Sections	Notes
New Construction		1, 2, 3, 4	Includes new, detached ADUs
Alteration/Addition with >50% of roof framing and exterior bearing walls/columns removed		1, 2, 3, 4	Considered new construction, no longer addition/alteration
Alteration/Addition with building conditioned area more than doubled		1, 2, 3, 4	Considered new construction, no longer addition/alteration
Alteration/Addition with Permit Value ≥\$50,000		5	
Alteration/Addition with Permit Value <\$50,000		None Applicable	Includes attached ADUs and detached garage-to-ADU conversions

New Construction (Section 1-4)

Section 1: All-Electric Design or Green Building Certification	
<p>1A) All-Electric Building (Voluntary)</p> <p>The City of Encinitas recommends that all residential new construction projects be designed and built all-electrically.</p> <p>All-Electric buildings:</p> <ul style="list-style-type: none"> • Use electricity as the source of energy for space heating, water heating, cooking appliances, and clothes drying appliances • Do not have natural gas or propane plumbing in the building or on the property and no gas meter connection • Use a heat pump or solar thermal system for pool heating <p><i>This voluntary measure is one option for discretionary projects seeking to streamline their greenhouse gas emissions analysis for CEQA to demonstrate consistency with the City's Climate Action Plan and state greenhouse gas emission goals.</i></p>	<p>To be Completed by Applicant</p> <p>Voluntarily Comply</p> <p>Plan Sheet Reference(s): _____</p> <p>Opt Out</p>
<p>1B) Green Building Incentive Program (Voluntary)</p> <p>Multifamily construction projects may consider participating in the City's Green Building Incentive Program. This program provides a financial incentive, priority plan check, and City Council recognition</p>	<p>To be Completed by Applicant</p> <p>Voluntarily Comply</p>

<p>for projects that register and achieve certification with the Build It Green (BIG) GreenPoint Rated program or the US Green Building Council’s (USGBC) Leadership in Energy and Environmental Design (LEED)® program. To learn more, see: www.encinitasca.gov/gbip. To participate in the program, submit the required application materials to climateaction@encinitasca.gov for pre-approval before submitting your building application.</p>	<p>Plan Sheet Reference(s): _____</p> <p>Pre-Approval granted on: _____ (date)</p> <p>Opt Out</p>
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Section 2: Energy Performance and Electric Readiness

<p>2A) Energy Performance Requirements</p> <p>Reserved. No requirements currently, applicant to mark “Not Applicable.”</p>	<p>To be Completed by Applicant</p> <p>Required</p> <p>Plan Sheet Reference(s): _____</p> <p>Not Applicable</p>
<p>2B) Electric Readiness Requirements T24P6 §160.9)</p> <p>Any new dwelling unit with natural gas piping must satisfy the electric readiness requirements of the California Energy Code.</p> <p>To be Completed by Applicant Does the project include gas plumbing? YES NO <i>If yes, provide documentation on the plans demonstrating that the design meets the electric readiness requirements.</i></p>	<p>To be Completed by Applicant</p> <p>Required</p> <p>Plan Sheet Reference(s): _____</p> <p>Not Applicable*</p> <p><i>*Provide documentation below</i></p>

***For section 2, substantiate any request for exception or non-applicability. Submit any necessary supplementary documentation.**

Section 3: Solar Photovoltaic Systems

<p>3) Solar Photovoltaic Systems (T24P6 §170.2(f) or §170.2(g))</p> <p>All multifamily new construction projects must include solar photovoltaic equipment sized according to CA Title 24, Part 6, Energy Code Section 170.2(f) or 170.2(g).</p> <p>To be Completed by Applicant Conditioned Floor Area: sq. ft. Minimum System Size: kW_{dc} Actual System Size: kW_{dc} Battery Size (optional): kWh</p>	<p>To be Completed by Applicant</p> <p>Required</p> <p>Plan Sheet Reference(s): _____</p> <p>Exception Request*</p> <p>Not Applicable*</p> <p><i>*Provide documentation below</i></p>
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*For section 3, substantiate any request for exception or non-applicability. Submit any necessary supplementary documentation.

Section 4: Electric Vehicle Charging Stations	
<p>4) EV Charging for new multifamily buildings (T24P11§ 4.106.4)</p> <p>All multifamily new construction projects must include electric vehicle charging receptacles and stations to Title 24, Part 11, California Green Building Standards Code Section 4.106.4 specifications.</p> <p>To be Completed by Applicant EV Ready Spaces: Level 2 Spaces: DC Fast Spaces:</p>	<p>To be Completed by Applicant</p> <p style="text-align: center;">Required</p> <p>Plan Sheet Reference(s): _____</p> <p style="text-align: center;">Exception Request*</p> <p style="text-align: center;">Not Applicable*</p> <p><i>*Provide documentation below</i></p>

*For section 4, substantiate any request for exception or non-applicability. Submit any necessary supplementary documentation.

Addition/Alteration (Section 5)

Section 6: Existing Residential Energy Efficiency	
<p>6) Existing Residential Energy Efficiency (EMC 23.12.080.E).</p> <p>Multifamily additions or alterations with a permit valuation greater than or equal to \$50,000 shall include a minimum of one of the energy efficiency measures identified below. <u>The following requirements shall apply to the entire dwelling unit, not just the addition or altered portion.</u> List the measure(s) used in the project under "Measure(s) Selected".</p>	<p>To be Completed by Applicant</p> <p style="text-align: center;">Required</p> <p>Year Building was Originally Built: _____</p> <p>Measure(s) Selected:</p>

<p>Measures available to <u>any</u> building: Water Heating Package Cool Roof R-38 Attic Insulation and Air Sealing New Ducts + Duct Sealing Windows Heat Pump Water Heater (HPHW) Heat Pump HVAC Heat Pump Clothes Dryer Induction Cooktop Solar PV + Electric Ready Pre-Wire</p> <p>Measure available to buildings built before <u>1992</u>: All of the above measures and Duct Sealing</p> <p>Measures available to <i>buildings build before 1978</i>: All of the above measures and R-15 Wall Insulation and Floor Insulation</p> <p><i>The measures shall be installed to the specifications in Table 180.5-B, Multifamily Measure Specifications. Existing measures that meet the specifications in Table 180.5-B may be used to satisfy the requirements.</i></p>	<hr/> <p>Plan Sheet Reference(s):</p> <hr/> <p>Exception Request</p> <p>Not Applicable*</p> <p><i>*Provide documentation below</i></p>
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***For section 5, substantiate any request for exception or non-applicability. Submit any necessary supplementary documentation.**

Determination of Completion

By signing below, the applicant confirms having read, understood, and filled out the checklist truthfully and accurately and hence affirming compliance with the Encinitas Local Energy and Green Building Ordinance 2025-11. Applicant further acknowledges that the required energy and green building measure(s) will be installed per the checklist and approved plan.

Applicant Name (Print) _____ Signature _____ Date: _____