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# SINGLE-FAMILY 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 a 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 to the requirements.
- 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](http://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:

**Single-family Buildings:** *Detached one- and two-family dwellings (e.g. duplexes), and townhouses. (See [T24P6 100.1\(b\)](#))*

**Accessory Dwelling Unit (ADU):** *Dwelling unit accessory to a primary dwelling. Detached and newly constructed ADUs are considered new residential. Attached ADUs in existing buildings are considered an addition or alteration to an existing residential and are subject to applicable addition/alterations requirements.*

**Multifamily:** *Buildings, other than townhomes, containing more than two dwelling units (e.g., apartment complex, condominium.) (See [T24P6 100.1\(b\)](#)) Multifamily projects should use the [Multifamily CAP Checklist](#) available at [encinitasca.gov/greenbuilding](http://encinitasca.gov/greenbuilding).*

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

**Permit 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		<b>1, 2, 3, 4, 5</b>	Includes new, detached ADUs
Alteration/Addition with >50% of roof framing and exterior bearing walls/columns removed		<b>1, 2, 3, 4, 5</b>	Considered new construction, no longer addition/alteration
Alteration/Addition with building conditioned area more than doubled		<b>1, 2, 3, 4, 5</b>	Includes attached ADUs and detached garage-to-ADU conversions
Alteration/Addition with Permit Value ≥\$50,000		<b>6</b>	Includes attached ADUs and detached garage-to-ADU conversions
Alteration/Addition with Permit Value <\$50,000		<b>None Applicable</b>	Includes attached ADUs and detached garage-to-ADU conversions

**New Construction (Sections 1-5)**

<b>Section 1: All-Electric Design or Green Building Certification</b>	
<p><b>1A) All-Electric Building (Voluntary)</b>                      The City of Encinitas recommends that all new residential construction projects be designed and built all-electrically.                      All-Electric buildings:</p> <ul style="list-style-type: none"> <li>• Use electricity as the source of energy for space heating, water heating, cooking appliances, and clothes drying appliances</li> <li>• Do not have natural gas or propane plumbing in the building or on the property and no gas meter connection</li> <li>• Use a heat pump or solar thermal system for pool heating</li> </ul>	<p><b>To be Completed by Applicant</b></p> <p>Voluntarily Comply</p> <p>Plan Sheet Reference(s): _____</p> <p>Opt Out</p>
<p><b>1B) Green Building Incentive Program (Voluntary)</b>                      Single-family 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 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: <a href="http://www.encinitasca.gov/gbip">www.encinitasca.gov/gbip</a>. To participate in the program, submit the required application materials to <a href="mailto:climateaction@encinitasca.gov">climateaction@encinitasca.gov</a> for pre-approval before submitting your building application.</p>	<p><b>To be Completed by Applicant</b></p> <p>Voluntarily Comply</p> <p>Plan Sheet Reference(s): _____</p> <p>Pre-Approval granted on: _____ (date)</p> <p>Opt Out</p>

<b>Section 2: Energy Performance and Electric Readiness</b>	
<p><b>2A) Energy Performance Requirements</b></p> <p>Reserved. No requirements currently, applicant to mark "Not Applicable."</p>	<p><b>To be Completed by Applicant</b></p> <p style="text-align: center;">Required</p> <p>Plan Sheet Reference(s): _____</p> <p style="text-align: center;">Not Applicable</p>
<p><b>2B) Electric Readiness Requirements (EMC 23.12.080 F and T24P6 §150.0(t))</b></p> <p>Any new dwelling unit with natural gas piping must satisfy the electric readiness requirements of the California Energy Code. In addition, if there is a gas furnace, designate a location for a future heat pump compressor with drainage.</p> <p><b>To be Completed by Applicant</b>                  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><b>To be Completed by Applicant</b></p> <p style="text-align: center;">Required</p> <p>Plan Sheet Reference(s): _____</p> <p style="text-align: center;">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.**

<b>Section 3: Solar Photovoltaic Systems</b>	
<p><b>3) Solar Photovoltaic Systems (T24P6 §150.1(c)14)</b></p> <p>All single-family new construction projects must include solar photovoltaic equipment sized according to CA Title 24, Part 6, Energy Code Section 150.1(c)14.</p> <p><b>To be Completed by Applicant</b>                  Conditioned Floor Area:            sq. ft.                  Minimum System Size:                kW<sub>dc</sub>                  Actual System Size:                    kW<sub>dc</sub>                  Battery Size (optional):                kWh</p>	<p><b>To be Completed by Applicant</b></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 3, substantiate any request for exception or non-applicability. Submit any necessary supplementary documentation.**

<b>Section 4: Electric Vehicle Charging Stations</b>	
<p><b>4) EV Charging for new 1- and 2-family dwellings and townhouses with attached private garages (EMC 23.12.110 E)</b></p> <p>For each new dwelling unit with a garage, a dedicated 208/240-volt branch circuit shall be installed in the raceway required by CALGreen Section 4.106.4.1 (“EV-Ready”). The branch circuit and overcurrent protective device shall be rated at 40 amperes minimum.</p> <p><b>To be Completed by Applicant</b>                      EV Ready Spaces:                      Level 2 Spaces:</p>	<p><b>To be Completed by Applicant</b></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.**

***Electric vehicle charging definitions:***

*EV-Ready: Energized electrical outlets installed at the time of construction that are capable of charging an EV when a charging station is installed the future.*

*EV-Capable: A parking space linked to a listed electrical panel with sufficient capacity to provide at least 110/120 volts and 20 amperes to the parking space.*

<b>Section 5: Graywater Systems</b>	
<p><b>5) Graywater Systems (EMC 23.12.110 D)</b></p> <p>Newly constructed single-family dwellings shall be pre-plumbed for a graywater system in accordance with Chapter 15 of the California Plumbing Code and including a connection to a convenient location for integration of the graywater system with landscape irrigation systems and accepting graywater from all sources permissible in conformance with the definition of graywater as per Section 14876 of the California Water Code. This code section does not apply to Accessory Dwelling Units.</p>	<p><b>To be Completed by Applicant</b></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 5, substantiate any request for exception or non-applicability. Submit any necessary supplementary documentation.**

## Addition/Alteration (Section 6)

Section 6: Existing Residential Energy Efficiency	
<p><b>6) Existing Residential Energy Efficiency (EMC 23.12.080.D)</b></p> <p>Single-family additions or alterations with a permit valuation greater than or equal to \$50,000 shall include a <b>minimum of one</b> energy efficiency measure 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><b>Measures available to <u>any</u> building:</b>                      Water Heating Package                      Cool Roof                      R-38 Attic Insulation and Air Sealing                      Duct 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><b>Measures available to <i>buildings built before 1978</i>:</b>                      All of the above measures and R-15 Wall Insulation</p> <p><i>The measures shall be installed to the specifications in <a href="#">Table 150.2-1, Single-Family Measure Specifications</a>. Existing measures that meet the specifications in <a href="#">Table 150.2-1</a> may be used to satisfy the requirements.</i></p>	<p style="text-align: center;"><b>To be Completed by Applicant</b></p> <p style="text-align: center;">Required</p> <p>Year Home was Originally Built: _____</p> <p>Measure(s) Selected: _____</p> <p>Plan Sheet Reference(s): _____</p> <p style="text-align: center;">Exception Request</p> <p style="text-align: center;">Not Applicable*</p> <p style="text-align: center;"><i>*Provide documentation below</i></p>

**\*For section 6, 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 Ordinances 2025-11. Applicant further acknowledges that the required energy and green building measure will be installed per the checklist and approved plan.

Applicant Name (Print) \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_