



## KANE COUNTY GREEN BUILDING POLICY

### Sec. 1 - Applicability:

The Green Building Policy applies to all Kane County owned buildings as defined in Section 3 (excluding section 6) and leased or rented buildings (section 6 only).

### Sec. 2 - Definitions:

**Green Building:** The design and construction of buildings that are environmentally responsible, economical to operate, and healthy places to live and work. As defined by the U.S. Green Building Council (USGBC), it is “design and construction practices that significantly reduce or eliminate the negative impact of buildings on the environment and occupants in five broad areas including: sustainable site planning, safeguarding water and water efficiency, energy efficiency and renewable energy, conservation of materials and resources, and indoor environmental quality.”

**Leadership in Energy and Environmental Design (LEED):** a green building rating system promulgated by the USGBC that provides specific principles and practices, some mandatory but the majority discretionary, that may be applied during the design, construction, and operation phases, which enable the building to be awarded points from reaching present standards of environmental efficiency so that it may achieve LEED certification from the USGBC as a "green" building, as such rating system exists on November 7, 2002.

**LEED Certification:** A nationally recognized and utilized voluntary certification process that provides a definitive standard for what constitutes “green” building practices. LEED Certification is obtainable at four levels including Certified, Silver, Gold and Platinum. The LEED Certification process promotes a whole-project integrated design process, provides standards for recognition of sustainable design leaders and buildings, and raises awareness of the importance of “green” design.

**Major Renovation:** a project with a construction budget that equals 50% or more of the building’s current replacement cost.

**Project Team:** the Kane County Department Director in charge of the project, associated staff, and the Architect, Engineer and Construction Manager associated with the project.

**The Committee:** The Kane County Energy and Environmental Committee

**USGBC:** United States Green Building Council

### Sec. 3 – Green Building Standards:

- (a) All newly constructed buildings and all buildings scheduled for capital improvement, renovations or remodels as defined below shall be designed, built, and operated in accordance with the standards and requirements of the LEED Green Building Rating System, LEED v4.1 or most current version, and each new building must meet the requirements for LEED certification.

1. New construction, which includes the construction of any new building or any addition to a building, shall be required to attain “Silver” or higher designation under the LEED for New Construction (LEED-NC) Rating System.
  2. Major renovation/remodel includes those projects in existing buildings where the cost of construction is equal to or exceeds 50% of the building’s replacement cost. Such projects shall be required to attain “Silver” or higher designation under the LEED-NC Rating System.
  3. Non-major renovation/remodel includes those projects in existing buildings where the cost of construction is less than 50% of the building’s replacement cost, but greater than \$1 Million. Such projects shall attain “Certified” or higher designation under the appropriate LEED Rating System such as LEED for Existing Building, Commercial Interiors, Core and Shell, et al.
- (b) All buildings shall obtain at least eight (8) points in the LEED Energy and Atmosphere category to ensure significant operational cost savings are achieved.
- (c) Exterior lighting for new construction, building or parking lot renovations shall not exceed the minimum levels specified in Illuminating Engineering Society (IES) practices, minimize offsite impacts such as light trespass, curtail light pollution and conserve energy and resources to the extent practicable.
- (d) Departments may apply to The Committee for a waiver (Appendix A) from this policy. Waivers may be granted by The Committee if the Director of the Department can demonstrate and document any of the following:
1. An unreasonable financial burden taking into account the operation and construction costs over the life of the building and the total cost of ownership of the building.
  2. An unreasonable impediment to construction.
  3. The standards would impair the principal function of the building.
  4. The standards would compromise the historic nature of the structure.

#### Sec. 4 – Policy Implementation:

- (a) The Committee is mindful of missed opportunities in the past and recognizes this policy as an opportunity to drive the importance of Green Building at the inception of future building projects. The policy shall be implemented as follows:
1. The Purchasing Department shall include a requirement for LEED Accreditation and Certified Energy Management in the Request for Qualifications (RFQ) for Architectural Services to ensure the project team has the qualifications to meet the Green Building policy.
  2. The project team shall conduct a life-cycle analysis that determines the incremental costs for achieving the rating required as compared to a project that is not seeking a green building, LEED rating system certification. The analysis shall include the up-front incremental construction costs, the up-front cost of registration and certification, and the present value of operations and maintenance cost savings over the life of the asset. For the purposes of this analysis, operations

and maintenance cost savings shall be comprised of projected costs the County will incur over the life of the asset. The costs included in this analysis shall be quantifiable, documented, and verifiable by third-party review upon project completion and thereafter.

3. At thirty-percent of the design phase and upon project completion, the project team shall submit to The Committee a completed LEED checklist or Sustainable Infrastructure Scorecard that documents which LEED or scorecard points that the project expects to achieve.
4. For projects achieving a LEED rating, the project team shall ensure that energy efficiency is given the highest priority. Project teams shall submit a completed LEED checklist, which documents which LEED points the project team expects to achieve, to The Committee initially at the thirty-percent design phase of the project and then at the completion of the project.
5. Upon project completion, The Committee shall determine if the project will be registered with USGBC. If recommended for registration, a Resolution shall be presented to County Board for consideration. The Resolution shall include the expenditure of funds associated with registration. A copy of the LEED checklist and project description shall be provided to the Environmental and Water Resources Department for all projects completed under the Green Building Policy whether registered or not..

#### Sec. 5 Department Responsibilities:

- (a) Departments with roles and/or responsibilities in the design, construction, renovation, management and/or maintenance of County-owned and/or -operated buildings shall have responsibilities as follows:
  1. Environmental & Water Resources Department: Ensure that records are kept for all projects completed under the Green Building Policy and projects approved by County Board for registration through USGBC are registered; act as liaison to The Committee for the purpose of coordination and education on existing and future County initiatives as part of an overall sustainability strategy; submit quarterly status reports to the designated liaison, providing information relative to LEED checklist accomplishments for registered projects; undertake proactive measures to ensure that all relevant staff are knowledgeable about green building practices through training and accreditation of staff, communication of the benefits of sustainable practices, setting and pursuit of annual sustainability targets, and including or sustainability goals.
  2. Purchasing Department: As recommended by The Committee to the County Board, include appropriate language in procurement contracts for goods and/or services that ensures compliance with the Green Building Policy.
  3. Facilities and Building Management Department: Ensure that all County construction contracts governed by the Green Building Policy contain specific language requiring compliance.
  4. Other Departments as applicable: Utilize the most current USGBC LEED criteria available to incorporate green building practices in the planning, design, and construction of new buildings, and in the remodeling, renovation, management and maintenance of existing buildings.

#### Sec. 6 Green Lease: The following provisions shall be included in Lease language when the County is the tenant

- (a) Leased space fit-outs funded by the landlord, County or a combination, shall meet EPA's Energy Star Tenant Space criteria or equal.
- (b) Landlord shall provide County with site assessment report including the amount of electricity, natural gas and water consumed at the building broken down by type, unit usage and cost per month if an Energy Star score is not available prior to and following lease signing to allow tracking and documentation of energy improvements.
- (c) A Cost-Recovery Clause shall be in lease language that would allow landlords to amortize and recover capital costs for energy efficiency improvements that will save the County money in utility bills. Proposed capital projects shall consider benefits of financing through the Kane County Efficiency Program (KEEP). Prorated pass-through capital costs shall not exceed in any year the amount of operating expenses saved by the County as a result of the improvement.

Sec. 7 Effective Date:

- (a) The Effective Date of the Green Building policy is February 9, 2021.

# COUNTY OF KANE

KANE COUNTY DIVISION OF  
ENVIRONMENTAL & WATER  
RESOURCES



**County Government Center**  
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website: <http://www.co.kane.il.us>

## GREEN BUILDING POLICY WAIVER

**To:** Kane Co. Project Manager:  
**From:** A/E Firm:  
**Date:** Project Name:

This Green Building Waiver Request package is being submitted for the reason(s) checked below. *Please check all that apply.*

- The Green Building Policy requirements require an unreasonable financial burden taking into account the operating and construction costs over the life of the building and total cost of the building.
- The Green Building Policy requirements require an unreasonable impediment to construction.
- The Green Building Policy requirements would impair the principle function of the building.
- The Green Building Policy requirements would compromise the historic nature of the structure.

In addition to this form, you must submit:

- Waiver Request Letter from the Director of the Department
- Supporting documentation that applies to this project and justifies the request. *Please check all that apply.*
  - Preliminary budget analysis, which may include cost analysis, life-cycle analysis, energy modeling, and other pertinent information demonstrating that compliance with the Green Building Act will be an unreasonable financial burden
  - Preliminary schedule and analysis of impact to construction time
  - Detailed information about the ways in which the implementation of the Green Building policy requirements would impair the principle function of the building
  - Documentation of the historic status of the structure and how the Green Building Policy requirements would compromise the historic nature of the building
  - If the request is for an existing building, verification and documentation that the renovation is less than 40% of the replacement cost of the building
  - Other, please describe \_\_\_\_\_