



DEPARTMENT OF
PLANNING & ZONING

MEMORANDUM to INDUSTRY NO. 2026-##

DATE: JUNE 3, 2026

TO: DEVELOPERS, ARCHITECTS, ENGINEERS & SURVEYORS

FROM: PAUL STODDARD, AICP, DIRECTOR, DEPARTMENT OF PLANNING
& ZONING

RYAN FREED, CLIMATE ACTION OFFICER, OFFICE OF CLIMATE
ACTION

SUBJECT: 2026 GREEN BUILDING PLAN OPTION MATRIX

Alexandria City Council adopted the Green Building Plan (the “Plan”) on February 21, 2026. Effective July 1, 2026, newly submitted Development Site Plan (DSP) and Development Special Use Permit (DSUP) Concept One submissions should conform with the Green Building Plan. The Green Building Plan Option Matrix describes the information to be submitted – and when the information should be submitted – for each of the Options in the Plan:

- **Option 1: Standard**
- **Option 2: Green Building Certifications**
- **Option 3: Affordable Housing**
- **Option 4: Small Projects** (Residential projects with 4 or fewer units or projects under 10,000 square foot gross floor area)
- **Option 5: Public Projects** (City-owned buildings, including Alexandria City Public Schools and major renovations of public facilities that require a Development Site Plan or a Development Special Use Permit)

For more information, reference the City of Alexandria's Green Building Plan here:
www.AlexandriaVA.gov/GreenBuilding

ATTACHMENTS:

1. Green Building Matrix: Option 1 – Standard
2. Green Building Matrix: Option 2 – Green Building Certification
3. Green Building Matrix: Option 3 – Affordable Housing Projects
4. Green Building Matrix: Option 4 – Small Projects
5. Green Building Matrix: Option 5 – Public Projects

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Green Building Matrix: Option 1 – Standard

Directions: Provide information for each of the submissions indicated in the tables below. Table 1 is an overview of when in the development review process topic-related materials are required to be submitted. Table 2 details the materials required per topic area.

Table 1:

	Concept 1	Concept 2	Preliminary Plan (Completeness)	Final Site Plan	Building Permit Submission	First Certificate of Occupancy	Final Certificate of Occupancy
General	✓	✓					
Energy Use Intensity (EUI) – see Plan page 18		✓	✓	✓	✓		
Renewable Energy – see Plan page 19			✓			✓	
Electrification – see plan page 21			✓				
Energy & Water Meters – see plan page 21				✓			
Indoor Water Conservation – see plan page 21							✓
Outdoor Water Conservation – see Plan page 22				✓			
Energy-Efficient Appliances – see Plan page 22							✓
EV Charging Infrastructure – see Plan page 22			✓	✓			
Low Emitting Materials – see Plan page 24							✓

Table 2:

Topic	Requirements	Submission
1. General	Provide a narrative confirming plan requirements have been reviewed and will be met, conceptual energy modeling encouraged for Concept 1. Conceptual energy modeling is required for Concept 2.	Concept 1 and Concept 2
2. EUI	Provide the following: (<i>Draft, list below might be updated</i>) a. Energy Model Report (e.g., ASHRAE Standard 209) b. Applicable Property Use Type/Types c. Project Gross Floor Area (sq ft) d. Project's Anticipated Total Annual Energy Use i. Electricity (kWh/year) ii. Natural Gas (therms/year) e. Site EUI (kBtu/sf/year)	Concept 2, Preliminary Plan, Final Site Plan, and Building Permit
3. Renewable Energy	Provide one of the following: Option 1: Onsite Renewable Energy Plan Option 2: Clean Energy Fund in-lieu Calculation	Preliminary Plan and First Certificate of Occupancy
4. Electrification	Indicate all combustion uses onsite.	Preliminary Plan
5. Energy and Water Meters	Meters (building-level and/or unit-level) are indicated on site plans: a. Electric b. Natural Gas (as applicable) c. Water	Final Site Plan
6. Indoor Water Conservation	Provide a plumbing fixture schedule, specifications, manufacturer documentation or equivalent demonstrating fixtures meet the flush/flow rates and WaterSense-label requirements (as applicable).	Final Certificate of Occupancy
7. Outdoor Water Conservation	Provide EPA's WaterSense Water Budget Tool indicating low flow irrigation or provide no permanently-installed irrigation system.	Final Site Plan
8. Energy-Efficient Appliances	Provide an appliance schedule, specifications, manufacturer documentation or equivalent demonstrating newly installed appliances are ENERGY STAR labeled.	Final Certificate of Occupancy

9. EV Charging Infrastructure	Provide the following: <ul style="list-style-type: none"> a. Total Number of Parking Spaces b. Number of Parking Spaces with EV Chargers <ul style="list-style-type: none"> i. Parking spaces with Level 2 chargers ii. Parking spaces with Level 3 chargers (DC Fast Chargers) c. Number of EV-charger Make-ready Parking Spaces <ul style="list-style-type: none"> i. Level 1 make ready parking spaces (multi-family only) ii. Level 2 make ready parking spaces iii. Level 3/DC Fast Charger make ready parking spaces 	Preliminary Plan and Final Site Plan
10. Low Emitting Materials	Provide <u>one</u> of following or equivalent: <ul style="list-style-type: none"> a. Completed LEED v4.1 Low-Emitting Materials credit form b. Division 01 specifications with low emitting material requirements included 	Final Certificate of Occupancy

For questions:

Contact – Dustin Smith, Green Building Manager at dustin.smith@alexandriava.gov , 571.447.7606

Green Building Matrix: Option 2 – Green Building Certification

Directions: Provide information for each of the submissions indicated in the tables below. Table 1 is an overview of when in the development review process topic-related materials are required to be submitted. Table 2 details the materials required per topic area.

Table 1:

	Concept 1	Concept 2	Preliminary Plan	Final Site Plan	Building Permit Submission	First Certificate of Occupancy	Final Certificate of Occupancy
General	✓	✓					
Certification			✓	✓	✓		✓

Table 2:

Topic	Requirements	Submission
1. General	Provide a narrative confirming plan requirements have been reviewed and will be met. Provide an initial list of certifications the project is considering. Conceptual energy modeling encouraged.	Concept 1 and Concept 2
2. Certification	Provide the following: a. Draft certification scorecard at Preliminary Site Plan, b. Updated certification scorecard at Final Site Plan and Building Permit.	Preliminary Site Plan, Final Site Plan, and Building Permit
3. Certification	Provide the following: Documentation of final certification and scorecard.	Final Certificate of Occupancy

For questions:

Contact – Dustin Smith, Green Building Manager at dustin.smith@alexandriava.gov , 571.447.7606

Green Building Matrix: Option 3 – Affordable Housing

Directions: Provide information for each of the submissions indicated in the tables below. Table 1 is an overview of when in the development review process topic-related materials are required to be submitted. Table 2 details the materials required per topic area. This Option applies to development projects utilizing Virginia Housing’s Low-Income Housing Tax Credits which require a Development Site Plan (DSP) or a Development Special Use Permit (DSUP).

Table 1:

	Concept 1	Concept 2	Preliminary Plan	Final Site Plan	Building Permit Submission	First Certificate of Occupancy	Final Certificate of Occupancy
General	✓	✓					
Low Income Housing Tax Credit Requirements (Certification and Baseline Energy Performance Standard)			✓	✓	✓	✓	✓
EV Charging Infrastructure – see Plan page 22			✓	✓			

Table 2:

Topic	Requirements	Submission
1. General	Provide a narrative confirming plan requirements have been reviewed and will be met. Conceptual energy modeling encouraged.	Concept 1 and Concept 2
2. Low Income Housing Tax	Provide the following:	Preliminary Site Plan, Final Site Plan, and

Credit Requirements	<ol style="list-style-type: none"> 1. Certification – A copy of the draft certification scorecard which indicates the project will meet the requirements for either EarthCraft Gold, LEED, NGBS Silver, or Enterprise Green Communities. 2. Baseline Energy Performance Standard: <ol style="list-style-type: none"> a. EPA EnergyStar Certification b. DOE Zero Energy Ready Home 3. A copy of the <u>final</u> certification scorecard indicating the project met the certification requirements and baseline energy performance standard of Virginia Housing LIHTC funding. 	Building Permit, First Certificate of Occupancy, Final Certificate of Occupancy
3. EV Charging Infrastructure	Provide the following: <ol style="list-style-type: none"> 1. Total Number of Parking Spaces 2. Number of Parking Spaces with EV Chargers <ol style="list-style-type: none"> iv. Parking spaces with Level 2 chargers: v. Parking spaces with Level 3 chargers (DC Fast Chargers): 3. Number of EV-charger Make-ready Parking Spaces: <ol style="list-style-type: none"> vi. Level 1 make ready parking spaces (multi-family only): vii. Level 2 make ready parking spaces: viii. Level 3/DC Fast Charger make ready parking spaces: 	Preliminary Plan and Final Site Plan

For questions:

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Green Building Matrix: Option 4 – Small Projects

Directions: Provide information for each of the submissions indicated in the tables below. Table 1 is an overview of when in the development review process topic-related materials are required to be submitted. Table 2 details the materials required per topic area. This Option applies to residential projects with four or fewer units, or projects under 10,000 square foot gross floor area.

Table 1:

	Concept 1	Concept 2	Preliminary Plan	Final Site Plan	Building Permit Submission	First Certificate of Occupancy	Final Certificate of Occupancy
General	✓	✓					
No or Low Flow Irrigation				✓			
EV Charging Infrastructure – see Plan page 22			✓	✓			
Solar-Ready Design				✓			
Water Conservation							✓
Energy Efficient Appliances							✓

Table 2:

Topic	Requirements	Submission
1. General	Provide a narrative confirming plan requirements have been reviewed and will be incorporated into the project.	Concept 1 and Concept 2
2. No or Low Flow Irrigation	Demonstrate all newly installed irrigation systems use drip, mist, or other low-impact irrigation methods or that the project has no permanent irrigation systems installed.	Final Site Plan
3. EV Charging Infrastructure	Provide the following: 1. Total Number of Parking Spaces 2. Number of Parking Spaces with EV Chargers ix. Parking spaces with Level 2 chargers x. Parking spaces with Level 3 chargers (DC Fast Chargers) 3. Number of EV-charger Make-ready Parking Spaces xi. Level 1 make ready parking spaces (multi-family only) xii. Level 2 make ready parking spaces xiii. Level 3/DC Fast Charger make ready parking spaces	Preliminary Plan and Final Site Plan
4. Solar-Ready Design	Demonstrate that the roof(s) is solar-ready, with the necessary conduit and available electrical panel area to enable future solar panel installation.	Final Site Plan
5. Water Conservation	Provide specifications, spec sheets, plumbing fixture schedule, or other manufacturer documentation demonstrating the following newly installed plumbing fixtures are WaterSense labeled and do not exceed the following flow/flush rates: 1. Water closets (toilets): 1.28 gpf 2. Urinals: 0.25 gpf 3. Public lavatory faucets: 0.35 gpm 4. Private lavatory faucets: 0.8 gpm 5. Kitchen faucets: 1.5 gpm 6. Showerheads: 2.0 gpm 7. Prerinse spray valves: 1.3 gpm	Final Certificate of Occupancy
6. Energy Efficient Appliances	Provide specifications, spec sheets, appliance schedule, or other manufacturer documentation demonstrating the following appliances within the project's scope are EnergyStar-rated:	Final Certificate of Occupancy

	<ol style="list-style-type: none">1. Residential clothes washer2. Residential clothes dryer3. Residential dishwasher4. Residential refrigerators5. Ice makers	
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Green Building Matrix: Option 5 – Public Projects

Directions: Provide information for each of the submissions indicated in the tables below. Table 1 is an overview of when in the development review process topic-related materials are required to be submitted. Table 2 details the materials required per topic area. This Option applies to public development (City-owned buildings, including Alexandria City Public Schools) and major renovations of public facilities that require a Development Site Plan (DSP) or a Development Special Use Permit (DSUP).

Table 1:

	Concept 1	Concept 2	Preliminary Plan	Final Site Plan	Building Permit Submission	First Certificate of Occupancy	Final Certificate of Occupancy
General	✓	✓					
Renewable Energy	✓		✓				✓
Electrification			✓			✓	
EV Charging Infrastructure	✓	✓	✓				
Certification			✓	✓	✓		✓

Table 2:

Topic	Requirements	Submission
1. General	Provide a narrative confirming Green Building Plan requirements have been reviewed and will be met, conceptual energy modeling encouraged.	Concept 1 and Concept 2
2. Renewable Energy	Public projects are required to achieve net zero energy. Provide the following: a. Onsite Energy Generation Estimate (kW) b. Onsite PV Panel Quantity Estimate c. Roof plan with renewable energy system designated	Concept 1 and Preliminary Site Plan

3. Renewable Energy	Public Projects must be net zero energy. Provide the following: a. Evidence of meeting the Net Zero energy requirement. b. Onsite Energy Generation Estimate (kW): c. Onsite PV Panel Quantity Estimate: d. Roof plan with renewable energy system designated	Final Certificate of Occupancy
4. Electrification	Indicate all combustion uses onsite.	Preliminary Site Plan
5. EV Charging Infrastructure	EV Charging installations and EV make-ready requirements for public projects may vary, based on requirements of any current public charging programs and policies for public property. Work with the Office of Climate Action to identify an EV charger strategy appropriate for the project	Concept 1, Concept 2, and Preliminary Site Plan
6. Certification	Provide the following: a. Draft certification scorecard (LEED, Green Globes, EarthCraft, or equivalent), b. Updated certification scorecard	Preliminary Site Plan, Final Site Plan, and Building Permit
7. Certification	Provide energy efficiency, water efficiency and indoor environmental quality documentation for the priority performance points in the Green Building Plan prior to building permit release for above-grade construction for LEED, Green Globes, EarthCraft, NGBS, or equivalent. Provide a draft commissioning plan.	Building Permit
8. Certification	Provide the following: Documentation of final certification and scorecard demonstrating the required performance points and certification threshold has been met.	Final Certificate of Occupancy

For questions:

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