

PERMIT APPLICATION COVER SHEET



Boulder's Building Performance Ordinance – Lighting Alterations

Guidance for demonstrating compliance with the Building Performance Ordinance lighting alteration requirements during the permit process.

In support of community energy and climate goals, the City of Boulder enacted the Boulder Building Performance Ordinance on Oct. 20, 2015. Included as [Chapter 7.7 of the Boulder Revised Code](#), this ordinance requires privately-owned commercial and industrial buildings over 20,000 sf and city-owned buildings over 5,000 sf to do the following:

- 1) Annually rate and report building energy use;
- 2) Perform energy assessments every ten years;
- 3) Perform retrocommissioning every ten years with cost effective measures implemented within two years of the study; and
- 4) Implement one-time lighting upgrades to meet International Energy Conservation Code (IECC) 2012 and City of Boulder Energy Conservation Code (COBECC) 2017 requirements.

During the permitting process for lighting alterations required by Chapter 7.7, compliance must be demonstrated with specific sections of IECC 2012 and COBECC 2017 including:

- Replace or upgrade any **exterior** lighting fixtures as necessary to meet lighting power allowances for exterior lighting established in the **2012 International Energy Conservation Code**.
- Replace or upgrade any **interior** lighting fixtures as necessary to meet lighting power allowances for interior lighting established in the **2017 City of Boulder Energy Conservation Code**.
- Comply with requirements for automatic time switch control devices, occupancy sensors, and exterior lighting controls as necessary to meet the **2017 City of Boulder Energy Conservation Code**.

A Permit Submittal Checklist has been created to outline documentation necessary at the time of permit application. A copy of this checklist has been attached and can be [accessed online](#).

These documents should be submitted to Boulder's Planning and Development Services Department as an attachment to the electrical permit application.

Compliance does not need to be demonstrated for buildings that meet exceptions listed in [Section 10-7.7-4 of the Boulder Revised Code](#) and are not required to perform lighting alterations.

For compliance with the Building Performance Ordinance lighting requirements, ensure all documentation is also submitted to the city following the processes outlined for lighting at:

www.BoulderBuildingPerformance.com

Program Administrator: Kimberlee Rankin | 303.441.4227 or RankinK@bouldercolorado.gov

City of Boulder Planning & Development Services
Building Performance Ordinance: Lighting Alterations
PERMIT SUBMITTAL CHECKLIST

Office Use Only	
Date Received:	Case No.
	PMT:

Project Address: _____
Applicant Name: _____ Phone: _____
Applicant Signature: _____

- Applicants must verify the permit submittal contains the required documents.
- Incomplete applications may be rejected or denied.

Applicant must verify by initialing in the column below that the submittal has one copy of each form.	
Commercial Alteration	Item
	Electrical Permit Application Form
	Demonstration of International Energy Conservation Code (IECC) 2012 Compliance for Sections: <ul style="list-style-type: none"> • C405.6 Exterior Lighting Power
	Demonstration of 2017 City of Boulder Energy Conservation Code Compliance for Sections: <ul style="list-style-type: none"> • C405.2.2.1, C405.2.2.2 & C405.2.4 Automatic time-switch, occupancy sensor & exterior lighting controls • C405.5 Interior Lighting Power
	Demonstration of Compliance with Boulder's Outdoor Lighting Ordinance ¹

¹ Only applies to exterior lighting alterations

Applicant must verify by initialing in the column below that the submittal has three collated copies of each document. All documents must be prepared by a licensed architect, engineer or contractor.	
Commercial Alteration	Item
	Plans, specifications or customer work order showing new fixtures/lamp/ballasts/controls by space

This checklist outlines the minimum documentation typically necessary to demonstrate compliance with the lighting upgrade requirements in [Chapter 7.7 of the Boulder Revised Code](#). Applicants are required to submit additional information as necessary to clearly demonstrate compliance. **The information below provides additional guidance regarding specific elements to be addressed on the above referenced submittal documents.**

Electrical Permit Application Form: Be sure to read the entire application carefully, answer all questions and fill in all required blanks.

Demonstration of International Energy Conservation Code (IECC) 2012 Compliance for Exterior Lighting Power: Chapter 7.7 of the Boulder Revised Code requires lighting upgrades that comply with Section C405.6 of IECC 2012. Compliance with IECC 2012 must be demonstrated using the Compliance Certificate produced by [COMcheck software](#). This software is free and can be used to both check and document compliance with IECC requirements.

Demonstration of 2017 City of Boulder Energy Conservation Code (COBECC) Compliance for Interior Lighting Power and Controls: Chapter 7.7 of the Boulder Revised Code requires lighting upgrades that comply with Sections C405.2.2.1, C405.2.2.2, C405.2.4 & C405.5 of COBECC 2017. Compliance with COBECC 2017 must be demonstrated through submission of the [Commercial Mandatory and Prescriptive Measure Checklists](#).

Compliance with Outdoor Lighting Ordinance: Exterior lighting upgrades required by the Boulder Revised Code will also need to comply with the [Outdoor Lighting Ordinance](#). Contact [Boulder's Planning and Development Services](#) for documentation requirements.

Plans/ Specifications or Customer Work Order: Plans, specifications or a scope of work showing inputs into COMcheck software by space: space name/usage, floor area, new fixture type, fixture quantity, lamps per fixture, fixture wattage, control type.

Note: The following documents will be required during inspection:	
Commercial Alteration	Item
	Approved permit application including all documents listed above as required
	Field report declaring consistency with permit application documents, signed by a registered architect, engineer or contractor

Note: Guidance on demonstrating compliance with the Boulder Building Performance Ordinance is provided in the [Boulder Building Performance Ordinance: How-To Guide](#).