

LEED PERFORMANCE PROGRAM (LPP)

#2 DOCUMENT MAP

Community Development
701 Laurel St., Menlo Park, CA 94025
tel 650-330-6702
planning@menlopark.org



Document map overview		
<p>The documents listed below are informational items, clarifications of submittal requirements, and forms that are to be submitted at various stages of a project enrolled in the LPP. Applicants will need to select Option 1 – LEED certification or Option 2 – LPP compliance to determine whether they will need to submit the forms below. Please refer to the following resources for additional information:</p> <ul style="list-style-type: none"> • LPP webpage < https://menlopark.org/LPP> • LEED certification glossary • LEED BD+C or ID+C reference guide 		
Program outreach documents		
1. LPP Summary Overview of LEED and the LPP generally, City requirements for compliance and the types of applicable projects.		
2. Document map (this document) Outline of the LPP documents with descriptions and links to each.		
3. LEED Decision tree Flow chart to be used by project teams early on to determine which LEED certification program is applicable to their project.		
Application submittal documents		
4.1 Entitlement submittal guidelines List of application submittal requirements for the entitlement phase.	4.2 Building permit submittal guidelines List of application submittal requirements for the building permit phase.	4.3 Construction submittal guidelines List of application submittal requirements for the construction phase.
5. LEED Submittal checklist Form to be completed by the project team and provided at the time of submittal, indicating the documentation that is being provided for each credit, and identifying sheet numbers for plan set items.		
Reference materials		
6. LEED Design documentation Summary of supporting documents that comprise the documentation that will be required to be submitted to demonstrate LEED compliance for the project.		
7. LEED Green building plan sheet example Example plan sheets illustrating the items listed as required plan set elements in the submittal guidelines.		
8. LEED Construction documentation Outline of the individual sets of required documentation used to demonstrate compliance for each LEED credit in the construction phase of work.		
9. LEED Construction strategy plan instructions Guidelines explaining the elements included in the LEED construction strategy plan deliverable.		
10. LEED Construction tracking summary Form to be provided with each inspection outlining the materials and products used/installed and documentation of their LEED compliance.		
11. LEED Inspection guidelines Descriptions of the types of inspections required through the LPP and a list of the items that will be required to be provided at the various inspections.		
12. LEED Inspection checklist Checklist to be completed by the LEED inspector at each inspection to indicate documentation was provided or demonstrated for proposed credits.		