



# CALIFORNIA CLIMATE ACTION NETWORK

## BEST PRACTICES FRAMEWORK

VERSION 5.0 – MAY 9, 2008

### THE FRAMEWORK SUPPORTS YOUR EFFORTS NOW

This Best Practices Framework offers suggestions for local action in ten Climate Leadership Opportunity Areas (*see right*), both in agency operations and the community at large. An agency can use specific best practice suggestions for stand-alone programs or as part of a broad-based climate action plan to reduce greenhouse gas emissions. The suggestions are designed to reflect the variation among cities and counties and offer a variety of options ranging from simple steps to more complex undertakings.

#### Climate Leadership Opportunity Areas

- |                                       |   |
|---------------------------------------|---|
| 1. Energy Efficiency and Conservation | 6. Renewable Energy and Low-Carbon Fuels      |
| 2. Water and Wastewater Systems       | 7. Efficient Transportation                   |
| 3. Green Building                     | 8. Land Use and Community Design              |
| 4. Waste Reduction and Recycling      | 9. Storing and Offsetting Carbon Emissions    |
| 5. Climate-Friendly Purchasing        | 10. Promoting Community and Individual Action |

### YOU CAN START NOW

We encourage you to review the Framework and get started on those actions that make sense for your agency. Many ideas in the Framework can be implemented immediately, even if you don't have a climate action plan. For example, you can audit agency buildings and operations to find ways to save energy and money, such as by replacing lights, inefficient HVAC systems or water pumps. Buying climate-friendly products are another option. Check the Framework for ideas you haven't thought of – if it fits your agency or community, you can start today.

### DEVELOP A BROAD-BASED CLIMATE ACTION PLAN

Strategies for reducing greenhouse gases often overlap more than one program area. For example, many practices that improve energy efficiency also can apply to green building and water conservation. Strategies to promote efficient transportation are related to land use and community design. You can use the Framework to help identify these overlaps and start developing a broad-based climate action plan for your community.

### SEND US YOUR FEEDBACK

The Best Practices Framework is an evolving resource document. Over time, we will include new actions that reflect innovation at the local level. If your city or county has additional suggestions for best practices to share, please send them to us, along with any background information available. Email: [climatechange@ca-ilg.org](mailto:climatechange@ca-ilg.org)

If you would like to receive information about climate change resources and updates from CCAN, please visit [www.ca-ilg.org/climatelistserve](http://www.ca-ilg.org/climatelistserve) to be added to the CCAN listserv.

The California Climate Action Network provides information, tools and resources in support of local governments' efforts to reduce greenhouse gas emissions in their communities. The California Climate Action Network is a program of the Institute for Local Government, the non-profit research and education affiliate of the League of California Cities and the California State Association of Counties. Visit the California Climate Action Network Web site at [www.ca-ilg.org/climatechange](http://www.ca-ilg.org/climatechange).

<b>Energy Efficiency and Conservation</b>	
<b>GOAL</b>	<b>BEST PRACTICE</b>
<p>Energy conservation and efficiency in agency buildings and equipment.</p> <p><i>See also Green Building section for additional energy options.</i></p>	<p><i>Audit/evaluation</i></p> <ul style="list-style-type: none"> <li>• Audit major agency buildings and facilities to quantify energy use and identify opportunities for energy savings through efficiency and conservation measures.</li> <li>• Conduct retro-commissioning studies of major agency building HVAC and lighting systems.</li> <li>• Benchmark energy use of major agency buildings.</li> </ul> <p><i>Building retrofitting and retro-commissioning</i></p> <ul style="list-style-type: none"> <li>• Develop an implementation schedule to implement no cost/low cost opportunities.</li> <li>• Develop implementation plan for capital intensive energy retrofits.</li> <li>• Develop implementation plan to achieve facility Energy Star rating of 60-75 or greater, where feasible.</li> <li>• Implement retro-commissioning improvements as recommended in studies.</li> </ul> <p><i>Operations/protocols</i></p> <ul style="list-style-type: none"> <li>• Establish energy efficiency protocols for building custodial and cleaning services.</li> <li>• Establish facility energy efficiency policy for employees that provides guidelines, instructions and requirements for efficient use of the facility such as by turning lights and computers off, thermostat use, etc.</li> <li>• Implement off-peak scheduling of pumps, motors and other energy intensive machinery where feasible.</li> <li>• Incorporate energy management software or other methods to monitor energy use in agency buildings.</li> </ul> <p><i>Standards/commissioning</i></p> <ul style="list-style-type: none"> <li>• Develop commissioning and retro-commissioning standards for new and renovated buildings.</li> <li>• Develop and implement shading requirements for agency and community parking lots, buildings and other facilities to reduce the urban heat island effect.</li> <li>• Develop and implement a continuous commissioning plan.</li> <li>• Integrate energy efficiency, conservation, solar and other renewable energy technologies into new agency facilities.</li> </ul> <p><i>Work with energy provider</i></p> <ul style="list-style-type: none"> <li>• Work with energy provider to access utility’s technical assistance and financial incentives.</li> </ul>

<b>Energy Efficiency and Conservation</b>	
<b>GOAL</b>	<b>BEST PRACTICE</b>
Reduce energy use for traffic signal and street lighting system.	<ul style="list-style-type: none"> <li>• Replace incandescent traffic and crosswalk lights with energy-efficient light-emitting diodes (LEDs).</li> <li>• Replace incandescent and mercury vapor street and parking lot lights with energy efficient alternatives.</li> </ul>
Outreach to business and residents to promote energy efficiency in the community.	<ul style="list-style-type: none"> <li>• Encourage community businesses to conduct energy audits.</li> <li>• Work with energy provider to encourage commercial sector to install energy efficient exterior lighting that is appropriate for the location and use, considering security versus decorative lighting.</li> <li>• Require energy audits and/or retrofits, such as at time of sale of commercial and residential properties.</li> <li>• Work with energy provider to promote use of financial incentives to assist residential and commercial customers improve energy efficiency.</li> <li>• Promote and reward energy efficiency efforts of local retail businesses.</li> <li>• Collaborate with local retail businesses to encourage residents to purchase energy efficient products.</li> </ul>

## Water and Wastewater Systems

<b>GOAL</b>	<b>BEST PRACTICE</b>
<p>Reduce energy use in water, irrigation and waste water systems (either operated by agency or by another agency or private company).</p> <p><i>See also Green Buildings section for additional options.</i></p>	<ul style="list-style-type: none"> <li>• Audit agency’s water and waste-water pumps and motors to identify most and least efficient equipment.</li> <li>• Develop and implement a motor/pump efficiency cycling schedule to use most efficient water or waste-water motors/pumps first and least efficient ones last.</li> <li>• Replace least efficient water/wastewater motors and pumps with more efficient units.</li> <li>• Work with agency or company that provides water and waste water service to implement an audit, cycling and equipment replacement program for water and waste water pumps and motors.</li> <li>• Implement methane capture for energy production at wastewater treatment plants.</li> <li>• Use recycled water for agency facilities and operations, including parks and medians, where appropriate.</li> <li>• Retrofit existing agency buildings and facilities to meet standards for the LEED Standards Rating Systems for Existing Buildings (EB) or Commercial Interiors (CI).</li> <li>• Require dual plumbing for use of recycled water for new commercial and/or residential developments.</li> </ul>
<p>Reduce water use in agency operations and in the community.</p> <p><i>See also Green Building section for additional options.</i></p>	<p><i>Agency operations</i></p> <ul style="list-style-type: none"> <li>• Assess, maintain and repair existing plumbing fixtures, pipes, and irrigation systems in all agency buildings and facilities to minimize water use, including building and parking lot landscaping, public rest rooms and parks, golf courses and other recreational facilities.</li> <li>• Upgrade and retrofit agency plumbing and irrigation systems with state-of-the-art water conserving technology.</li> <li>• Implement all feasible water efficiency strategies included in the Ahwahnee Water Principles for Resource Efficient Land Use in all agency parks, landscaping and in new developments.</li> </ul> <p><i>Community at large</i></p> <ul style="list-style-type: none"> <li>• Adopt water efficiency principles similar to the Ahwahnee Water Principles for Resource Efficient Land Use for new and existing residential and commercial developments.</li> <li>• Implement water conservation and reclamation programs to reduce energy use associated with water delivery.</li> <li>• Require water efficiency audits at point of sale for commercial and residential properties.</li> <li>• Adopt retrofit program to encourage or require installation of water conservation measures in existing businesses and homes.</li> <li>• Partner with water provider to adopt water conservation measures.</li> </ul>

**INSTITUTE FOR LOCAL GOVERNMENT**  
**CALIFORNIA CLIMATE ACTION NETWORK BEST PRACTICES FRAMEWORK - VERSION 5.0**

<b>Green Building</b>	
<b>GOAL</b>	<b>BEST PRACTICE</b>
<p>Establish minimum levels of energy efficiency and green building standards for agency buildings and facilities.</p> <p><i>See also Energy Efficiency and Conservation section for more options.</i></p>	<ul style="list-style-type: none"> <li>• Require that agency buildings have a performance equivalent to an Energy Star rating of at least 60-75 (as described in the LEED-E3 reference guide), where feasible.</li> <li>• Require all new agency buildings and facilities to meet at least LEED Silver certification standards.</li> <li>• Require renovated agency buildings and facilities and those using agency funds or other financial support to meet at least LEED Silver certification standards.</li> </ul>
<p>Establish and implement minimum levels of energy efficiency and green building standards for commercial and residential buildings.</p> <p><i>See also Energy Efficiency and Conservation section for more options.</i></p>	<ul style="list-style-type: none"> <li>• Require new residential and commercial construction to exceed Title 24 energy efficiency standards to extent permitted by law.</li> <li>• Provide technical assistance, financial assistance, and other significant incentives to private development projects that meet or exceed LEED Silver certification standards for commercial buildings.</li> <li>• Adopt and implement a local green building ordinance or program setting minimum standards of LEED Silver certification for new commercial, industrial and high-rise residential building projects.</li> <li>• Adopt and implement a local green building ordinance or program to require new low-rise residential construction to meet minimum green building standards, such as Build It Green, California Green Builder, LEED, or a similar program.</li> <li>• Provide technical assistance, financial assistance, and other significant incentives to private development projects that meet or exceed specified standards under green building programs such as Build It Green, California Green Builder, LEED, or a similar program.</li> <li>• Work with commercial developers to incorporate materials and furnishings made from recycled content.</li> </ul>
<p>Implement sustainable landscaping.</p> <p><i>See also Water and Wastewater section for more options.</i></p>	<ul style="list-style-type: none"> <li>• Develop and implement sustainable landscaping standards for public agency facilities to reduce water consumption.</li> <li>• Develop and implement sustainable landscaping standards for new commercial construction and renovation to reduce water consumption.</li> <li>• Develop and implement sustainable landscaping standards for new residential construction and renovation to reduce water consumption.</li> </ul>

## Waste Reduction and Recycling

<b>GOAL</b>	<b>BEST PRACTICE</b>
Enhance existing waste reduction and recycling activities at agency buildings and in the community.	<ul style="list-style-type: none"> <li>• Institute a comprehensive waste reduction and recycling program in agency offices and facilities.</li> <li>• Institute a partnership with other public agency offices located within the jurisdiction for waste reduction and recycling at those facilities.</li> <li>• Adopt a partnership with local schools for waste reduction and recycling.</li> <li>• Increase opportunities for e-waste and hazardous waste recycling by residents and businesses.</li> <li>• Educate the community about “buy recycled” opportunities.</li> <li>• Evaluate current community recycling infrastructure relative to future population growth and waste generation.</li> <li>• Include provisions and incentives for new recycling infrastructure and facilities to accommodate growth, in land use planning and zoning.</li> </ul>
Implement source reduction, recycling and resource recovery programs for waste organic material. Produce compost, mulch, energy and fuels from organic waste stream.	<ul style="list-style-type: none"> <li>• Audit agency facilities to identify opportunities to increase material recovery and beneficial use of organic material.</li> <li>• Establish an organic material recovery program for green waste from agency parks and facility landscaping.</li> <li>• Establish a program to use the maximum amount as possible of organic waste generated within the jurisdiction to produce compost and/or biofuel, including use on agency parks and landscaping.</li> <li>• Establish incentives for residents to participate in green waste recycling programs.</li> <li>• Adopt a restaurant food waste collection program or ordinance.</li> <li>• Approve siting of composting facility within jurisdiction.</li> </ul>
Reduce office and commercial waste and increase recycling.	<ul style="list-style-type: none"> <li>• Adopt a program or ordinance to encourage or require recycling at multi-family apartments.</li> <li>• Adopt a program or ordinance to encourage or require recycling in the commercial/industrial sectors.</li> <li>• Adopt a program or ordinance to encourage or require waste audits and waste reduction plans for existing and/or new commercial developments.</li> <li>• Audit major waste generators and recommend strategies to reduce waste and increase recycling.</li> <li>• In partnership with the waste hauler(s) serving the commercial sector, institute a comprehensive waste reduction and recycling program with financial and other incentives to promote waste reduction and recycling for commercial/industrial waste generators.</li> <li>• Partner with the California Integrated Waste Management Board to encourage businesses and residents to participate in CalMax (California Materials Exchange) or a similar program.</li> </ul>

## Waste Reduction and Recycling

GOAL	BEST PRACTICE
<p>Source reduction, recycling and resource recovery programs for construction and demolition material.</p>	<ul style="list-style-type: none"> <li>• Require all agency demolition projects to incorporate de-construction and construction and demolition waste recycling or recovery practices.</li> <li>• Adopt a program or ordinance to reduce, reuse and recycle community construction and demolition waste.</li> <li>• Adopt a “deconstruction” program or ordinance to salvage and reuse materials in all community remodeling projects.</li>   <li>• Adopt and implement a policy to require use of rubberized asphalt concrete (RAC) for streets and roads.</li> <li>• Adopt and implement a policy to require use recycled asphalt pavement (RAP) for streets and roads.</li> <li>• Implement a policy to use RAP for commercial and community parking lots, where feasible.</li>   <li>• Encourage schools and other public agencies to use RAP for parking lots, where feasible.</li> <li>• Establish a program or ordinance that results in 100 percent in-place recycling of asphalt concrete.</li> <li>• Establish a program or ordinance that results in recycling of 100 percent of all Portland cement and asphalt concrete.</li> </ul>
<p>Decrease carbon footprint of jurisdiction’s waste and recycling collection system.</p>	<ul style="list-style-type: none"> <li>• Work with solid waste and recycling collection providers to calculate carbon footprint of collection system.</li> <li>• Work with solid waste and recycling collection providers to reduce collection system footprint.</li> </ul>

## Climate-Friendly Purchasing

<b>GOAL</b>	<b>BEST PRACTICE</b>
<p>Commit to purchasing specific products and goods that are climate-friendly.</p> <p><i>See also Waste Reduction and Recycling and Green Building sections.</i></p>	<ul style="list-style-type: none"> <li>• Adopt and implement a procurement policy that establishes standards for climate-friendly products and requires agency purchases to meet such standards as:                             <ul style="list-style-type: none"> <li>○ New equipment meets Energy Star or comparable energy efficiency standards.</li> <li>○ Computer purchases meet the highest feasible EPEAT certification level.</li> <li>○ Office paper purchases (copy paper, printer paper, writing pads, stationery, envelopes and business cards) contain a minimum specified percentage of post consumer recycled content.</li> <li>○ Other paper purchases (paper towels, toilet paper, napkins and similar items) contain a minimum percentage of post consumer recycled content.</li> <li>○ Carpeting and other furnishings contain a minimum percentage of recycled content.</li> <li>○ Plastic items (refuse and recycling receptacles, decking, parking lot barriers, furniture, etc.) contain recycled content.</li> <li>○ Oil and oil-related products contain recycled content.</li> <li>○ Products certified by either GreenSeal or EcoLogo, as long as they cost no more than an agency-determined percentage above the price of non-certified products.</li> </ul> </li> <li>• Create an interdepartmental team to 1) promote policy implementation, 2) track policy adherence, and 3) suggest additional items to be included in the agency’s climate-friendly purchasing program, including such tasks as:                             <ul style="list-style-type: none"> <li>○ Reviewing and analyzing current (baseline) purchasing by major product categories.</li> <li>○ Prioritizing product categories in terms of greenhouse gas emissions implications and improvement potential.</li> <li>○ Reviewing policies, procedures, organization/staffing for implementation barriers.</li> <li>○ Developing multi-year implementation schedule based on priorities, difficulty, upcoming solicitations.</li> <li>○ Reporting achievements under the policy to policy makers and the public annually.</li> </ul> </li> </ul>

## Climate-Friendly Purchasing

GOAL	BEST PRACTICE
Purchase services that are climate-friendly.	<ul style="list-style-type: none"> <li>• Require service providers to follow climate-friendly practices, or provide a preference in selecting and contracting with service providers to those that follow climate-friendly practices.</li> <li>• Provide incentives for the use of alternative fuel vehicles for agency contracts for services involving vehicles (buses, waste hauling and recycling, construction, etc.).</li> <li>• Ensure that the highest feasible percentage of annual expenditures for contract services is with companies registered with the California Climate Action Registry or its successor.</li> </ul>
Give a preference to climate-friendly vendors.	<ul style="list-style-type: none"> <li>• Provide a price preference to product vendors that follow climate-friendly practices, including use of recycled content materials, Energy Star and EPEAT materials and equipment, as well as alternative fuel vehicles.</li> <li>• Provide a price preference to product vendors that inventory and register their greenhouse gas emissions with the California Climate Action Registry or its successor and that report their verified greenhouse gas emissions within the jurisdiction.</li> </ul>
Community education about climate friendly procurement.	<ul style="list-style-type: none"> <li>• Educate the public about climate friendly procurement opportunities.</li> <li>• Work with the business community to educate them about climate friendly procurement opportunities.</li> </ul>

<b>Renewable Energy and Low-Carbon Fuels</b>	
<b>GOAL</b>	<b>BEST PRACTICE</b>
<p>Promote agency use of fuel efficient and alternative fuel vehicles to reduce reliance on fossil fuels.</p> <p><i>See also Efficient Transportation section</i></p>	<ul style="list-style-type: none"> <li>• Convert vehicles owned, leased or operated by the agency to run on alternative fuels or other non-fossil fuel based technology that significantly reduces greenhouse gas emissions.</li> <li>• Install bicycle racks, showers and other amenities at agency facilities to promote bicycle use by agency employees and visitors.</li> </ul>
<p>Promote methane recovery programs and projects.</p> <p><i>See also Waste Reduction and Recycling section.</i></p>	<ul style="list-style-type: none"> <li>• For jurisdictions that own or operate one or more landfills, recover and use the maximum feasible amount of recoverable methane gas from the landfill to produce electricity, fuel co-generation facilities, and/or produce CNG for use in alternative fuel vehicles.</li> <li>• For jurisdictions that do not own or operate landfills, calculate the methane emissions associated with the disposal of waste generated within the community.</li> <li>• For jurisdictions that do not own or operate landfills, enter into partnerships or agreements with waste disposal agencies or companies to ensure that the maximum feasible amount of methane is recovered for waste-to-energy purposes.</li> <li>• Install digesters and other technologies at wastewater treatment facilities to produce methane and other biofuels.</li> </ul>
<p>Promote the use of renewable sources of energy.</p>	<ul style="list-style-type: none"> <li>• Install photovoltaic systems or other renewable sources of energy on agency facilities OR enter into power purchasing agreements to meet at least 10-25 percent of the electrical energy requirements of facilities owned, leased or operated by the agency.</li> <li>• Adopt policy or program that offers incentives, such as streamlined permitting system or fee waivers, to encourage installation of photovoltaic systems on new or existing residential and commercial buildings.</li> </ul>

<b>Efficient Transportation</b>	
<b>GOAL</b>	<b>BEST PRACTICE</b>
Implement transportation planning processes that reduce automobile dependency.	<ul style="list-style-type: none"> <li>• Update transportation models and surveys to capture data for and accurately reflect all modes of transportation.</li> <li>• Make reductions in vehicle-miles traveled (VMT) a high-priority criteria in evaluation of policy, program and project alternatives.</li> <li>• Implement transportation planning procedures that consider demand management solutions equally with strategies to increase capacity.</li> <li>• Include all significant impacts (costs and benefits) in benefit-cost assessment of alternatives, including non-market or indirect impacts, such as improving mobility options or reducing air pollution and greenhouse gas emissions.</li> </ul>
Improve infrastructure and Transportation Systems Management (TSM).  <i>See also Land Use and Community Design section.</i>	<ul style="list-style-type: none"> <li>• Implement Intelligent Transportation Systems (ITS) for surveillance and traffic control, such as synchronized signals, transit and emergency signal priority, and other traffic flow management techniques, to improve traffic flow and reduce vehicle idling.</li> <li>• Implement programs to reduce "incident-based" traffic congestion, such as expedited clearing of accidents from major traffic arteries, airport traffic mitigation, etc.</li> <li>• Develop infrastructure improvements such as HOV/HOT lanes and dedicated bus rapid transit right-of-ways.</li> </ul>
Reduce Idling.	<ul style="list-style-type: none"> <li>• Adopt and implement a policy requiring limitations on idling for commercial vehicles, construction vehicles, buses and other similar vehicles, beyond state law, where feasible.</li> </ul>

## Efficient Transportation

GOAL	BEST PRACTICE
<p>Promote alternatives to single-occupant auto commuting.</p> <p><i>See also Land Use and Community Design section.</i></p>	<p><i>Agency operations</i></p> <ul style="list-style-type: none"> <li>• Provide agency employees with incentives to use alternatives to single-occupant auto commuting, such as parking cash-out, flexible schedules, transit incentives, bicycle facilities, ridesharing services and subsidies, and telecommuting.</li> <li>• Reduce greenhouse gas emissions from municipal fleet operations by purchasing or leasing high MPG, low carbon fuel or hybrid vehicles, or by using an external car sharing program in lieu of city/county fleet.</li> </ul> <p><i>Community</i></p> <ul style="list-style-type: none"> <li>• Work with major employers in the community to offer incentives and services to increase the use of alternatives to single-occupant auto commuting (voluntary commute trip reduction programs).</li> <li>• Encourage and facilitate the development of car-sharing and other services that reduce the need to own a personal motor vehicle.</li> <li>• Develop and implement voluntary agreements for commute trip reduction programs for new commercial developments.</li> <li>• Provide parking preferences in public lots, garages and on-street spaces for residents who rideshare or use low-carbon fuel vehicles.</li> <li>• Implement variable (“congestion”) pricing and other pricing mechanisms for parking facilities, to provide incentives and discourage single-occupant-vehicle and peak travel.</li> <li>• Dedicate revenues from fees and tolls to promote alternative transportation modes.</li> </ul>

<b>Land Use and Community Design</b>	
<b>GOAL</b>	<b>BEST PRACTICE</b>
<p>Create communities and neighborhoods that are attractive, safe and convenient for walkers and bicyclists.</p> <p><i>See also Efficient Transportation section.</i></p>	<ul style="list-style-type: none"> <li>• Assess and report on pedestrian and bicycle conditions in existing communities and neighborhoods.</li> <li>• Develop a community-wide pedestrian and bicycle plan and capital program that maximizes the potential for residents to walk or bicycle within and between neighborhoods.</li> <li>• Require new commercial developments to install bicycle parking facilities and other cyclist amenities at a level commensurate with the number of employees or square footage.</li> <li>• Adopt and implement a community-wide pedestrian and bicycle plan.</li> <li>• Provide bicycle access to transit services on major transit corridors and other routes that may attract bicyclists, such as routes serving schools and colleges.</li> <li>• Install traffic calming devices and other measures to reduce traffic speeds and volumes and increase the safety and feasibility of bicycling and walking.</li> <li>• Implement design standards that require streets and sidewalks to be designed for multi-modal mobility and access, including walking and bicycling, to ensure that new development is designed, sited and oriented to facilitate pedestrian, bicycle and other mobility and access.</li> </ul>
<p>Orient new development to capitalize on transit system investments and services.</p> <p><i>See also Efficient Transportation section.</i></p>	<ul style="list-style-type: none"> <li>• Provide incentives and remove zoning and other barriers to mixed-use and higher intensity development at transit nodes and along transit corridors (existing and planned).</li> <li>• Require new development at transit nodes and along transit corridors to meet planning and design standards to generate, attract, and facilitate transit ridership as a condition of approval.</li> <li>• Integrate park-and-ride lots with multi-use facilities.</li> </ul>
<p>Adopt policies that promote compact and efficient development in new and existing communities.</p> <p><i>See also Efficient Transportation and Green Building sections.</i></p>	<ul style="list-style-type: none"> <li>• Inventory infill development sites. Plan, zone and provide incentives for new development and renovation of existing uses in identified infill areas.</li> <li>• Adopt and enforce land use ordinances and regulations that reduce greenhouse gas emissions. Examples include prioritizing mixed uses and infill development, and providing more transportation and housing choices.</li> <li>• Require new housing and mixed use developments be built to the LEED for Neighborhood Development (LEED-ND) standard or its equivalent.</li> <li>• Provide expedited application processing for development projects that meet climate change response policies.</li> </ul>

<b>Land Use and Community Design</b>	
<b>GOAL</b>	<b>BEST PRACTICE</b>
<p>Incorporate greenhouse gas emissions considerations into the General Plan and environmental review process.</p> <p><i>See also Efficient Transportation section.</i></p>	<ul style="list-style-type: none"> <li>• Include a greenhouse gas reduction plan in the General Plan, or include within the General Plan a requirement for development and adoption of a greenhouse gas reduction plan.</li> <li>• Analyze impact of greenhouse gas emissions from land use and transportation sectors in the EIR prepared in connection with general plan updates.</li> <li>• Amend local CEQA guidelines to explain how analysis of greenhouse gas emissions will be treated, such as thresholds of significance. [NOTE: the California Air Pollution Control Officers Association has published recommendations at <a href="http://www.capcoa.org">www.capcoa.org</a>.]</li> <li>• Analyze impacts of development projects on safety, availability and use of alternative transportation in CEQA documents.</li> </ul>
<p>Establish planning processes that encourage reducing greenhouse gas emissions.</p> <p><i>See also Efficient Transportation section.</i></p>	<ul style="list-style-type: none"> <li>• Develop and adopt a preferred “climate-friendly” land use and transportation scenario for future development to reduce vehicle miles traveled (VMT) through software tools such as the PLACE<sup>3</sup>S system developed by the California Energy Commission.</li> <li>• Incorporate land use and transportation policies in the General Plan, capital improvement program and other planning and spending documents, codes and ordinances to reflect the preferred “climate-friendly” land use and transportation scenario.</li> <li>• Implement a regional blueprint or other long-range, regional planning process to assess the climate impacts of future growth and develop a preferred regional climate-friendly growth scenario.</li> <li>• Involve emergency responders early and consistently in development of growth plans.</li> </ul>
<p>Increase transportation choices.</p> <p><i>See also Efficient Transportation section.</i></p>	<ul style="list-style-type: none"> <li>• Establish land use policies that support multimodal transportation systems and connection of modes to each other.</li> <li>• Require sidewalks in all new developments.</li> <li>• Plan and permit road networks of neighborhood-scaled streets (generally 2 or 4 lanes) with high levels of connectivity and short blocks.</li> <li>• Zone for concentrated activity centers around transit service.</li> <li>• Coordinate planning and project approval procedures to increase collaboration between land use and transportation planning staff.</li> <li>• Cluster freight facilities near ports, airports and rail terminals.</li> <li>• Coordinate with regional efforts and neighboring jurisdictions to plan for and accommodate alternate modes.</li> </ul>

## Storing and Offsetting Carbon Emissions

<b>GOAL</b>	<b>BEST PRACTICE</b>
<p>Preserve and enhance forests, parks, street trees, open space and other natural systems that act as carbon “sinks.”</p>	<ul style="list-style-type: none"> <li>• Inventory existing trees on property owned or managed by the agency and implement a management system to preserve and enhance the existing urban forest.</li> <li>• Manage parks, open space, recreational facilities and other natural areas owned or operated by the agency to ensure the long-term health and viability of trees and other vegetation.</li> <li>• Develop and implement a community-wide urban forestry management and reforestation program to significantly increase the carbon storage potential of trees and other vegetation in the community.</li> <li>• Steer new development away from open space and agricultural lands that provide natural carbon storage.</li> <li>• Partner with other agencies and non-profit organizations to protect natural lands in and adjacent to the community through acquisition, conservation easements or other long-term mechanisms.</li> </ul>
<p>Promote local sustainable agriculture to reduce carbon emissions associated with food production, processing, and transport.</p>	<ul style="list-style-type: none"> <li>• Promote the purchase of local and organic produce through farmers markets and other measures.</li> <li>• Enact a local food purchase policy for agency food purchases.</li> <li>• Promote conservation tillage and other agricultural practices to retain carbon fixed in soils.</li> </ul>
<p>Offset carbon emissions through carbon credits or allowances.</p>	<ul style="list-style-type: none"> <li>• Audit agency-sponsored events and activities to determine greenhouse gas emissions associated with the event/activity.</li> <li>• Achieve carbon neutrality at agency-sponsored events and activities through conservation, efficiency, alternative transportation, and the purchase of third-party verified emission reductions to offset carbon emissions.</li> <li>• Achieve carbon neutrality for major agency operations through conservation, efficiency, alternative transportation, and the purchase of third-party verified emission reductions to offset carbon emissions.</li> <li>• Create incentives for community organizations and residents to reduce their carbon use including the purchase of third-party verified emission reductions.</li> <li>• Purchase and retire third-party verified emission reductions to offset community-wide carbon emissions.</li> </ul>

## Promoting Community and Individual Actions

GOAL	BEST PRACTICE
<p>Promote individual actions to reduce greenhouse gas emissions and conserve natural systems that store carbon.</p>	<ul style="list-style-type: none"> <li>• Survey businesses and residents to understand attitudes and behaviors related to climate change.</li> <li>• Include information on actions that individuals can take to address climate change in local agency mailings, websites, and other communications.</li> <li>• Develop a community climate change education initiative that enlists participation from schools, museums, service groups, business organizations (such as local Chambers of Commerce), neighborhood and homeowner associations, and other community partners.</li> <li>• Identify and allocate resources to implement a community climate change education initiative, and establish an implementation timeline not to exceed five years.</li> <li>• Initiate implementation of the education and action plan.</li> <li>• Provide programs and/or incentives to individuals, groups, and businesses that adopt practices that reduce their carbon footprint.</li> </ul>
<p>Promote cooperation among agencies and communities to reduce greenhouse gas emissions and conserve natural systems that store carbon.</p>	<ul style="list-style-type: none"> <li>• Participate in inter-agency and inter-jurisdictional meetings to share information about climate change and best practices to reduce carbon emissions.</li> <li>• Create an inter-agency local or regional climate action partnership and/or action plan with one or more sister agencies or neighboring jurisdictions.</li> <li>• Initiate the regional action plan.</li> <li>• Participate in the development of a regional blueprint or other long-range planning process to assess the climate impacts of future growth and develop a preferred climate-friendly growth scenario.</li> <li>• Initiate a Community Climate Action Partnership with a Global Sister Agency.</li> </ul>
<p>Provide opportunities for public engagement that will support successful implementation of climate change actions.</p>	<ul style="list-style-type: none"> <li>• Organize and promote community dialogues that educate residents about climate change and its possible impacts on the community.</li> <li>• Develop informational material for residents about climate change and opportunities for individual action to reduce greenhouse gas emissions.</li> <li>• Use public involvement processes to develop recommendations from residents and businesses about the city or county’s climate change action plan and actions the agency is taking to respond to climate change, such as through green building, energy conservation, efficient transportation, and other actions.</li> <li>• Provide opportunities for interested residents to stay engaged after the initial planning to help monitor and assess ongoing efforts and recommend plan adaptations as needed.</li> </ul>