

## Ann Arbor Green Rental Housing Checklist

### Planning

| Planning Options                    | Points   | Requirement                                                            |
|-------------------------------------|----------|------------------------------------------------------------------------|
| Complete an Energy Assessment       | 4        | An energy assessment has been completed that is inclusive of the unit. |
| Complete an Energy Improvement Plan | 4        | Submit a plan detailing planned improvements.                          |
| <b>Total Planning Points</b>        | <b>8</b> |                                                                        |

### Sustainability, Health, and Education

| Sustainability, Health, and Education Options                             | Points | Requirement                                                                                                                                                                                                         |
|---------------------------------------------------------------------------|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Accessible Pathway and Seating to Bus Stop                                | 2      | An ADA accessible route is available from the property to a bus stop or a public walkway that connects to a route. If the bus stop is connected to area owned by the owner or agent, there is seating on that area. |
| All Lights are LEDs                                                       | 2      | All lights that are provided by in the dwelling unit are LEDs.                                                                                                                                                      |
| Bike Parking                                                              | 2      | One space is available per five units. Alternative, occupants are allowed to lock bike in an exterior location of the unit.                                                                                         |
| Conduct Energy Efficiency Messaging                                       | 2      | At least once a year, distribute education on energy efficiency to occupants.                                                                                                                                       |
| Conduct Food Waste Prevention Messaging                                   | 2      | At least once a year, distribute education on preventing food waste to occupants.                                                                                                                                   |
| Coordinate a Community Supported Agriculture (CSA) or Farm Share Delivery | 2      | Coordinate a CSA or farm share delivery that occupants are able to subscribe to.                                                                                                                                    |
| Composting                                                                | 2      | Manage onsite composting, subscribe to a commercial service, provide a bin (if available), or connect to drop-off bins                                                                                              |
| Energy Efficient Windows                                                  | 4      | Windows are ENERGY STAR rated or have a low-e coated window film applied.                                                                                                                                           |
| Facilitate a Platform for Sharing Unused Items                            | 2      | Create a platform where occupants can share items they no longer need with those who need them.                                                                                                                     |
| Free or Discounted Bus Passes                                             | 2      | Each occupant has access to a free or discounted bus pass provided by the Owner.                                                                                                                                    |
| Free Wi-Fi Provided                                                       | 2      | Wi-Fi that meets minimum broadband requirements (100 Mbps download and 20 Mbps upload) is provided.                                                                                                                 |
| Furnished Unit                                                            | 2      | The unit is available as fully furnished.                                                                                                                                                                           |
| Fertilizer is not Used                                                    | 2      | No fertilizer is applied to landscaping on the property.                                                                                                                                                            |
| Green Lease is Signed                                                     | 4      | The lease signed by the occupant and the owner or agent is a green lease, documenting the actions that will be undertaken.                                                                                          |
| Habitable Room Area Has Access to Natural Daylight                        | 2      | Every habitable room shall have at least one window, sliding glass door, skylight, or other acceptable light transmitting media facing directly to the outdoors                                                     |
| Host or Sponsor a Swap Day                                                | 2      | Host or sponsor at least one swap day a year occupants can participate in.                                                                                                                                          |
| Host or Sponsor an Electronics Takeback Event                             | 2      | Host or sponsor at least one electronics takeback event a year occupants can participate in.                                                                                                                        |
| Host or Sponsor a Cooking and Nutrition Class                             | 2      | Host or sponsor at least one cooking and nutrition class a year occupants can participate in.                                                                                                                       |
| Integrate Edible Plants into Landscaping                                  | 2      | Have plants and trees on the property that occupants can access and harvest from.                                                                                                                                   |
| Integrated Pest Management                                                | 2      | An Integrated Pest Management Plan is in place and used by property staff and/or their contractors.                                                                                                                 |

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| Lawn Maintenance Is Provided with All Electric-Powered or Manual Equipment                 | 4  | All equipment used in the routine maintenance of the lawn care shall be all-electric equipment or done using manual equipment.                                                                          |
| Location for Storing Sensitive Medications and Medical Devices During Emergency Situations | 2  | There is a location on the property that can store sensitive medications and medical devices in the event of an emergency.                                                                              |
| Micromobility Share                                                                        | 2  | A micromobility share that includes bikes, scooters, or a combination is available for free to occupants and managed by the agent or owner.                                                             |
| Occupants Allowed to Install Appliances                                                    | 2  | Occupants have the opportunity to install their own appliances.                                                                                                                                         |
| Occupants Allowed to Install Window Films or Other Energy Saving Measures to Windows       | 2  | Occupants have written permission to install energy saving measures to windows in the unit.                                                                                                             |
| Occupancy Sensors in Common Areas                                                          | 2  | In all common areas, occupancy sensors for lighting, heating, and cooling are installed.                                                                                                                |
| Occupants Participate In a Renter Sustainability Session                                   | 10 | At least 50% of occupants must attend and/or view a recording of the event.                                                                                                                             |
| On-Site Clothes Washer(s) and Dryer(s)                                                     | 2  | Washers and dryers are present and available for occupants to use either in-unit or communal.                                                                                                           |
| On-Site or Nearby Community Garden                                                         | 2  | A community garden, is available to occupants on-site or within $\frac{1}{4}$ mile.                                                                                                                     |
| Outdoor Line Drying of Clothes Allowed                                                     | 2  | There is no prohibition against outdoor clothes drying in the lease nor is there any policy enforced that prevents occupants from doing so.                                                             |
| Paperless Communication and Rent Payment                                                   | 2  | Communication to occupants and rent payments are done virtually. Opt-outs are available.                                                                                                                |
| Participate in Pollinator-Aware Yard Care                                                  | 2  | Register your address as a Pollinator-Aware Yard Care program participant with the City of Ann Arbor.                                                                                                   |
| Property Accepts Affordable Housing Options                                                | 4  | The property accepts housing vouchers designed to assist low-income families, the elderly, and the disabled to afford decent, safe, and sanitary housing.                                               |
| Property Has an Eviction Diversion Program                                                 | 4  | A program ensuring Occupant(s) can go through any eviction process with free legal assistance                                                                                                           |
| Provide Emergency Kit in Unit                                                              | 2  | An emergency kit is provided in each unit, with enough materials for occupants.                                                                                                                         |
| Provide Container Gardening Materials                                                      | 2  | Containers for gardening are provided to the unit.                                                                                                                                                      |
| Provide Information About Nearby Sources of Local, Sustainably-produced Food               | 2  | Upon move-in, and at least once per year, provide information on local food options to occupants.                                                                                                       |
| Provide Information on Severe Weather Alerts                                               | 2  | Upon move in, and at least once per year, notify occupants of Washtenaw County's emergency alert system and encourage them to subscribe.                                                                |
| Provide Smart Power Strips                                                                 | 2  | One smart power strip is provided per occupant.                                                                                                                                                         |
| Provide Sustainability and Energy Efficiency Materials Upon Move-in                        | 2  | Upon move-in, provide sustainability and energy efficiency educational materials to residents. At minimum, materials should include how to operate all the devices and systems in the unit efficiently. |
| Provide Waste Disposal Information                                                         | 2  | Upon move-in, provide occupants with the locations and methods for properly disposing of all waste streams, including hazardous waste.                                                                  |
| Provide Weatherstripping for all Windows and Doors or Allow Occupants to Install           | 2  | Either install weatherstripping on all windows and doors in the unit or allow occupants to install them on their own.                                                                                   |
| Ratio Utility Billing System (RUBS) or Submetering                                         | 2  | Property has submetering or uses a formula that bills Occupant(s) in relation to their utility usage.                                                                                                   |
| Sidewalk Clearing Services in the Winter are Conducted Using Electric or Manual Equipment  | 2  | All clearing is conducted using either electric (e.g., electric powered snow blower) or manual (e.g., shovels) options.                                                                                 |
| Space Cooling is Provided                                                                  | 2  | A permanent technology that provides cooling to the habitable space is present.                                                                                                                         |
| Tool Library Available to Occupant(s)                                                      | 2  | Create a platform and location for occupants to check out and return tools and provide the tools.                                                                                                       |

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| Use a Programmable Thermostat                                      | 2 | A thermostat that has the ability to adjust the times the heating or air-conditioning is running and the temperature it is set to according to a pre-set schedule is present.                                                                       |
| Use an ENERGY STAR Certified Smart Thermostat                      | 2 | A Wi-Fi enabled thermostat that adjusts heating and cooling temperature settings for optimal performance and can be controlled from anywhere with an internet connection.                                                                           |
| Use Eco-friendly Cleaning Products in Common Areas                 | 2 | Use cleaning materials certified by the EPA Safer Choice program or the EPA Design for the Environment Label.                                                                                                                                       |
| Use No- or low-VOC paint                                           | 2 | All paint used in the unit is no- or low-VOC paint.                                                                                                                                                                                                 |
| Windows can be Opened                                              | 2 | Every habitable room shall have at least one window, sliding glass door, or skylight which can easily be opened, or such other device as will adequately ventilate the room. Mechanical ventilation may be provided in lieu of natural ventilation. |
| <b>Total Possible Sustainability, Health, and Education Points</b> |   | <b>120</b>                                                                                                                                                                                                                                          |

| <b>Renewable Energy and Electrification</b>                                                           |               |                                                                                                                                                                                                                   |
|-------------------------------------------------------------------------------------------------------|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Renewable Energy and Electrification Options</b>                                                   | <b>Points</b> | <b>Requirement</b>                                                                                                                                                                                                |
| Majority of Electricity Provided by Renewable Energy Either Onsite or Through a Green Pricing Program | 8             | At least 51% of the electricity used on-site is generated by renewable energy on-site or through a green pricing program.                                                                                         |
| Electricity is the Primary Type of Energy Used for Space Heating                                      | 15            | Any type of primary heating that uses electricity to provide heating. Examples include baseboard heat, an electric furnace, a heat pump (air source or geothermal), or a hybrid electric and a gas backup system. |
| Electricity is the Primary Type of Energy Used for Water Heating                                      | 4             | Any type of water heater that uses electricity to heat water. Examples include electric tank water heaters, electric on-demand water heaters, and heat pump water heaters.                                        |
| Electric Clothes Dryers                                                                               | 3             | Any type of clothes dryer that uses electricity to dry clothes. Examples include electric resistance and heat pump dryers.                                                                                        |
| Electric Vehicle Charger Installed                                                                    | 5             | At least one EV charger is installed. Charger(s) must be Level 2 or DC fast chargers.                                                                                                                             |
| Electric Vehicle Chargers Installed Bonus                                                             | 5             | At least 10% of the parking spaces provided have an EV charger installed. Charger(s) must be Level 2 or DC fast chargers. Points stack with having a charger installed.                                           |
| Oven and Range Are Electric                                                                           | 5             | An oven and range that heats food using electricity. Examples include electric resistance coils and induction cooktops.                                                                                           |
| <b>Total Possible Renewable Energy and Electrification Points</b>                                     |               | <b>45</b>                                                                                                                                                                                                         |

| <b>Energy Efficiency</b>                              |               |                                                                                                                                          |
|-------------------------------------------------------|---------------|------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Insulation and Air Sealing Options</b>             | <b>Points</b> | <b>Requirement</b>                                                                                                                       |
| Air Sealing                                           | 9             | A blower door test showing an CFM50 roughly equal to the square footage of the household                                                 |
| Allow Occupants to Air Seal                           | 2             | Occupants are allowed to perform air sealing measures on their own or hire a contractor.                                                 |
| Attic and Non-attic Roof Areas are Insulated          | 9             | The attic is insulated to R-50 or greater. Finished attics and ceiling areas with no attic above should be insulated to R-30 or greater. |
| Ducts Sealed and Insulated                            | 9             | Ducts are sealed to 10% leakage or less and insulated with R-8 insulation or greater.                                                    |
| Foundation, Rim Joists, and Crawl Space are Insulated | 9             | Foundation walls and rim joists are insulated to R-10 or greater, and crawl space vents are air sealed.                                  |
| Walls are Insulated                                   | 9             | All exterior walls have R-13 or greater insulation.                                                                                      |

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| Total Possible Insulation and Air Sealing Points                            |        | 47                                                                                                                         |
|                                                                             |        |                                                                                                                            |
| Heating, Cooling, and Water Heating Options                                 | Points | Requirement                                                                                                                |
| Heating & cooling system (select only one)                                  |        |                                                                                                                            |
| Medium-Efficiency Cold-Climate Heat Pump with Gas Backup Heat               | 15     | An air-source heat pump with a minimum rating of SEER 16 and HSPF 9.5, with gas furnace backup.                            |
| High-Efficiency Cold-Climate Heat Pump with Gas Backup Heat                 | 30     | An air-source heat pump with a minimum rating of SEER 20 and HSPF 11, with gas furnace backup.                             |
| Low-Efficiency Cold-Climate Heat Pump with Electric Resistance Heat         | 10     | An air-source heat pump with a minimum rating of SEER 16 and HSPF 9.2, with electric resistance backup heat.               |
| Medium-Efficiency Cold-Climate Heat Pump with Electric Backup Heat          | 20     | An air-source heat pump with a minimum rating of SEER 16 and HSPF 9.5, with electric resistance backup heat.               |
| High-Efficiency Cold-Climate Heat Pump with Electric Resistance Backup Heat | 30     | An air-source heat pump with a minimum rating of SEER 20 and HSPF 11, with electric resistance backup heat.                |
| Geothermal (Ground Source) Heat Pump                                        | 30     | A geothermal heat pumps system with HSPF 13 or higher.                                                                     |
| Water heating system                                                        |        |                                                                                                                            |
| Heat Pump Water Heater                                                      | 15     | A water heater that uses heat pump technology. They are also commonly referred to as Hybrid Electric water Heaters         |
| Heating and Cooling Maintenance                                             |        |                                                                                                                            |
| Conduct Tune-ups on Heating and Cooling Appliances                          | 2      | All HVAC equipment gets a tune-up at least once a year.                                                                    |
| Replace Heating and Cooling Filters                                         | 2      | Filters in each heating and cooling appliance are changed at least twice a year.                                           |
| Flush Water Heater                                                          | 2      | The water heater is flushed at least once a year.                                                                          |
| Total Possible Heating, Cooling and Water Heating Points                    |        | 51                                                                                                                         |
|                                                                             |        |                                                                                                                            |
| Appliance Options                                                           | Points | Requirement                                                                                                                |
| Dishwasher is ENERGY STAR rated                                             | 1      | Dishwasher has ENERGY STAR rating.                                                                                         |
| Heat Pump Clothes Dryer                                                     | 1      | Clothes dryer that uses heat pump technology. Can stack with ENERGY STAR rating if heat pump dryer has ENERGY STAR rating. |
| Induction Cooktop and Range                                                 | 1      | An oven and range that heats food using induction.                                                                         |
| On-Site Clothes Dryer Is ENERGY STAR Rated                                  | 1      | Clothes dryer has ENERGY STAR rating. Can stack with heat pump clothes dryer.                                              |
| Refrigerator is ENERGY STAR Rated                                           | 1      | Refrigerator has ENERGY STAR rating.                                                                                       |
| Total Possible Appliances Points                                            |        | 5                                                                                                                          |
|                                                                             |        |                                                                                                                            |
| Total Possible Energy Efficiency Points                                     |        | 103                                                                                                                        |

| Water Efficiency                                           |        |                                                                                                                                                       |
|------------------------------------------------------------|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| Water Efficiency Options                                   | Points | Requirement                                                                                                                                           |
| Dishwasher                                                 | 2      | A dishwasher is available in the unit.                                                                                                                |
| Grass and Landscaping are Not Watered                      | 2      | No sprinkler system is installed and there is no operating procedure for watering the grass and landscaping.                                          |
| Graywater and/or Rainwater System for Landscape Irrigation | 2      | At least 50% of the water used for landscaping comes from a graywater and/or rainwater system.                                                        |
| Leak Detectors                                             | 2      | Leak detector(s) are installed in the unit. Either a whole-system unit that monitors the entire water delivery system or a system of floor detectors. |
| Low Flow Showerheads                                       | 2      | All showerheads in the unit must meet EPA's WaterSense standard rating of 2.0 Gallons Per Minute (GPM).                                               |

|                                             |   |                                                                                                                                                                                          |
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| Low Flow Sink Aerators                      | 2 | All bathroom sinks in the unit must meet EPA's WaterSense standard rating of 1.5 Gallons Per Minute (GPM).                                                                               |
| Low Flow Toilets                            | 2 | All toilets in the unit must meet EPA's WaterSense standard rating of 1.6 Gallons Per Flush (GPF).                                                                                       |
| On-site Clothes Washer is ENERGY STAR Rated | 2 | If there is a clothes washer on-site, whether in the unit or a communal one, it is ENERGY STAR rated.                                                                                    |
| Permeable Pavement                          | 2 | All pavement on areas owned by the owner or agent is permeable.                                                                                                                          |
| Rain Garden or Bioswale on the Property     | 2 | A rain garden or bioswale is on the property that is certified by Washtenaw County Water Resources or other certifying entity.                                                           |
| Water-efficient Landscaping                 | 2 | The common-use areas intended or made available for the use of building occupants shall meet all the outdoor water efficiency criteria of the EPA WaterSense Specifications (Section 4). |
| WaterSense Labeled Irrigation System        | 2 | If an irrigation system is present, both the spray sprinkler bodies and the irrigation controller must be WaterSense labeled.                                                            |
| Total Possible Water Points                 |   | 24                                                                                                                                                                                       |

|                       |     |  |
|-----------------------|-----|--|
| Total Possible Points | 300 |  |
| Points Achieved       |     |  |

| Unlisted Innovative Measures |               |                                                                                         |
|------------------------------|---------------|-----------------------------------------------------------------------------------------|
| Innovative Measure Options   | Points        | Requirement                                                                             |
| Measures to be submitted     | Discretionary | Submit measures to the Office of Sustainability and Innovations Manager to be approved. |