

## INSTRUCTIONS FOR COMPLETING HPD BLDS PROJECT SUMMARY

The purpose of this form is to improve HPD project data collection. Thank you for your participation!

### HOW TO FILL OUT FORM:

To fill out the form, open the file in Adobe (download the free version for Windows or Mac OS here: <https://get.adobe.com/reader/>). The form may also be used in Preview (Mac OS) but note that some fields may not function optimally. Do NOT fill out the form directly through the web browser, run the file through another program such as Bluebeam or Word, or drop in a text box on top of pre-existing form fields. If subsequent edits need to be made, reopen the file in Adobe or Preview as before, and make changes through the form fields.

**For multi-building projects:** If a project has only 1 building, the fields designated as Building 1 in both sections of the form are the only fields that need to be completed. Please leave Building 2 and Building 3 fields blank unless there are either 2 or 3 buildings in the project, in which case please fill in those additional fields for Building 2 and/or Building 3.

### HOW TO SAVE THE FORM:

Save the file as indicated on the HPD BLDS Submission Checklist by selecting "save as" and updating the file name, or by saving the original file and renaming it. Do NOT "print to PDF" or save in any other format, which may flatten the document. All form fields MUST remain live (i.e., not flattened) for every submission. You can test this by reopening the form after saving, and confirming that all the dropdowns, checkboxes, etc. function properly. Please note that if we receive a flattened form, the development team will be asked to resubmit with live data.

### THIS FORM WILL BE SUBMITTED AS PART OF THREE DIFFERENT HPD PROCESSES PRIOR TO CLOSING:

The development team will initially submit the form following the instructions through HPD eBLDS messaging. Each submission should include as much information as known about the project. However, if information for the Sustainability & Resiliency Section is not yet known or available at the time of submission to BLDS, the missing information must be provided on the submission to HPD Sustainability. Please note, a BLDS Final Acceptance only validates the BLDS Sections (A-C) of the form and does not validate the Sustainability Sections (D-E) of the form.

#### 1. HPD BLDS – DESIGN REVIEW THROUGH eBLDS

- a. **Submission:** This document is required within the HPD BLDS Submission Checklist. Follow all instructions issued through eBLDS messaging and/or Submission Checklist.
- b. **Contact:** For questions during the BLDS Design Review process please send all inquiries to: [BLDS.Contact@hpd.nyc.gov](mailto:BLDS.Contact@hpd.nyc.gov)

#### 2. HPD SUSTAINABILITY – ENTERPRISE PREBUILD AUTHORIZATION & LEED WAIVERS

- a. **Submission:** This form must be submitted as an un-flattened form as part of the Enterprise PreBuild Authorization package or along with the Waiver Form for projects seeking LEED certification.
- b. **Links to Submission Protocols:** Submission protocols for Enterprise PreBuild Authorization and the LEED Waiver Process can be found [here](#).
- c. **Instructions:** Change to: When submitting, please ensure that (1) all fields in the Sustainability & Resiliency section have been updated and are accurate and (2) that file naming conventions are followed per the EGC or LEED submission protocols.
- d. **Underwriting to Savings:** The HPD Project Manager will fill in this section prior to closing.
- e. **Contact:** For questions during the Sustainability process please send all inquiries to: [greencommunities@hpd.nyc.gov](mailto:greencommunities@hpd.nyc.gov)

#### 3. HPD PROJECT MANAGER – FINAL VERSION FOR LOAN CLOSING

- a. **Final Submission for Closing:** The final version of this live and un-flattened form must be submitted as part of the Closing Process to the HPD Project Manager. The form must be signed by the building owner and dated and contain all the completed fields to be considered an accurate portrayal of the project.
- b. **Thumbnail:** When submitting the form to the HPD Project Manager, please ensure that the thumbnail rendering that was provided by HPD BLDS in the prior version of the form is retained and present on the final version.
- c. **Underwriting to Savings:** The development team must ensure that this field is complete and accurate prior to submitting the final version of the form. Contact the HPD Project Manager if you need assistance completing this section.
- d. **Contact:** For questions during the Pre-Closing process please send all inquiries to HPD Project Manager.

## HPD BLDS PROJECT SUMMARY

**PROJECT THUMBNAIL**  
HPD USE ONLY

**PROJECT STATUS**  
HPD USE ONLY

### SECTION A: DEVELOPMENT TEAM TO COMPLETE IN CONSULTATION WITH HPD PROJECT MANAGER

Project Name \_\_\_\_\_ HPD Project ID \_\_\_\_\_  
HPD Program 1 \_\_\_\_\_ Borough \_\_\_\_\_ Block(s) \_\_\_\_\_  
HPD Program 2 \_\_\_\_\_ Lot(s) \_\_\_\_\_

### SECTION B: PROJECT INFORMATION - DEVELOPMENT TEAM TO COMPLETE

Developer/Sponsor \_\_\_\_\_ Architect \_\_\_\_\_

#### ZONING AND SITE FEATURES

Existing Residential Zoning District \_\_\_\_\_ Proposed Residential Zoning District \_\_\_\_\_  
Existing Commercial Zoning District \_\_\_\_\_ Proposed Commercial Zoning District \_\_\_\_\_  
Community District \_\_\_\_\_ Use Group \_\_\_\_\_  
Zoning Lot \_\_\_\_\_ Lot Depth \_\_\_\_\_ Feet \_\_\_\_\_ Inches  
Tax Lot \_\_\_\_\_ Zoning Lot Area (square feet) \_\_\_\_\_  
Wide Streets \_\_\_\_\_ Narrow Streets \_\_\_\_\_ Number of Buildings \_\_\_\_\_  
Furthest distance between any two sites (miles) \_\_\_\_\_ Number of Residential Parking Spaces \_\_\_\_\_  
Parking Type \_\_\_\_\_ Number of Commercial / CF Parking Spaces \_\_\_\_\_

#### SITE DESIGNATIONS APPLIED TO PROJECT

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Special District                              | <input type="checkbox"/> Mayoral Zoning Override               | <input type="checkbox"/> F.R.E.S.H. Program                          |
| <input type="checkbox"/> Landmark                                      | <input type="checkbox"/> Transit Zone                          | <input type="checkbox"/> Urban Renewal Amendment                     |
| <input type="checkbox"/> Quality Housing Zoning                        | <input type="checkbox"/> Within 200' of Transit Infrastructure | <input type="checkbox"/> Current/ Future Flood Hazard Area           |
| <input type="checkbox"/> Mandatory Inclusionary Housing District       | <input type="checkbox"/> Land Disposition Agreement            | <input type="checkbox"/> Little E' Designation                       |
| <input type="checkbox"/> Voluntary Inclusionary Housing District       | <input type="checkbox"/> Easement Agreement                    | <input type="checkbox"/> Waterfront                                  |
| <input type="checkbox"/> IH Generating Site                            | <input type="checkbox"/> Restrictive Declaration               | <input type="checkbox"/> Wetlands                                    |
| <input type="checkbox"/> IH Receiving Site                             | <input type="checkbox"/> Demolition Permit Required            | <input type="checkbox"/> Coastal Zone                                |
| <input type="checkbox"/> Affordable Independent Residences for Seniors | <input type="checkbox"/> Asbestos Abatement                    | <input type="checkbox"/> Funding - City Capital Only - requires CEQR |
| <input type="checkbox"/> Zoning District Change                        | <input type="checkbox"/> Tax Exemption                         | <input type="checkbox"/> Funding - Federal (HUD) - requires NEPA     |
|  | <input type="checkbox"/> City Map Change (Streets/Parks)       |  |

**SITE CONDITIONS**

- High Water Table (10 feet or less below surface)
- Excessive Rock
- Steep Slope
- Irregular Shape of Site/Lot
- Remediation Required
- Deep Pile Foundations
- Underpinning of Adjacent Structures
- Limited Staging Area for Construction
- Limited Access for Construction
- Proximity to a School
- Proximity to MTA Subway/Bus Stop
- Existing Underground Storage Tanks
- Underground Stream Location
- Existing Structure (demolition required)
- Other \_\_\_\_\_

**PROJECT UNIT INFORMATION**

ALL UNITS	Efficiency	0-BR	1-BR	2-BR	3-BR	4-BR +	TOTAL
Affordable <sup>1</sup>							
Inclusionary <sup>2</sup>							
Market Rate							
A.I.R.S.							
Super's Unit							
Total							
Percentages							

<sup>1</sup> Affordable unit do not include units designated as inclusionary units or A.I.R.S. units      <sup>2</sup> Inclusionary units refers to both voluntary (VIH) and mandatory (MIH) inclusionary housing units

504 UNITS	Efficiency	0-BR	1-BR	2-BR	3-BR	4-BR +	TOTAL
Affordable M.I.							
Affordable H/V							
Market Rate M.I.							
Market Rate H/V							
Total							
Percentages							

M.I. = Mobility Impaired      H/V = Hearing / Vision Impaired

Total Mobility Impaired Units	
Total Hearing / Vision Impaired Units	

**PROJECT SQUARE FOOTAGE**

For entries below, please provide gross square-footage for all buildings in the project (including gross square-footage for buildings not included in 'Section C: Building Information' below):

- Project Residential (GSF) <sup>1</sup> \_\_\_\_\_
- Project Commercial Space (GSF) \_\_\_\_\_
- Project Community Facility Space (GSF) \_\_\_\_\_
- Project Enclosed Parking (GSF) \_\_\_\_\_
- Project Tenant Common Areas (GSF) <sup>2</sup> \_\_\_\_\_
- Project Sub-Level/Cellar (GSF) <sup>3</sup> \_\_\_\_\_
- Project Other - GSF (Do not include external parking) \_\_\_\_\_
- If Other - GSF listed, please describe \_\_\_\_\_
- Project Total - Gross Square Footage (GSF) \_\_\_\_\_

<sup>1</sup> Residential area includes units, corridors, and residential circulation space  
<sup>2</sup> Tenant Common Areas include laundry rooms, lounges, and other enclosed social spaces intended for use by multiple residents and/or guests.  
<sup>3</sup> Sub-Level/Cellar area includes open cellar, compactor room, mechanical and meter rooms, storage, and other cellar spaces not designated in another category.

## PROJECT BROADBAND ACCESS

- High-quality internet access and service will not be provided in this project.
- High-quality internet access and service will be provided as part of the lease contract at no additional cost to the tenant.

### Residential Units:

- Wireless internet service is provided throughout the unit and a wired connection point is provided in each living room.
- Wireless internet service will be provided throughout the unit and a wired connection point will be provided in all habitable rooms (e.g., living room and bedrooms).

### Common Areas:

- Wireless internet service will not be provided in any common areas.
  - Wireless internet service will be provided in all common areas.
  - Wireless internet service will be provided in some common areas only. List common areas below:
-

## SECTION C: BUILDING INFORMATION – DEVELOPMENT TEAM TO COMPLETE

For projects with more than 3 buildings, please provide building information below for the 3 buildings with the best energy performance (ex. Passive House standards). These should be same buildings as listed in the EGC Review section to follow.

### BUILDING 1

Building Number \_\_\_\_\_ Street Name \_\_\_\_\_ Borough \_\_\_\_\_

### BUILDING 1: DESCRIPTION

Construction Type \_\_\_\_\_ Total Number of Dwelling Units \_\_\_\_\_  
Number of Floors \_\_\_\_\_ Number of Setbacks \_\_\_\_\_  
Overall Building Height \_\_\_\_\_ Feet \_\_\_\_\_ Inches Number of Elevators \_\_\_\_\_  
Floor to Floor Height \_\_\_\_\_ Feet \_\_\_\_\_ Inches

### BUILDING 1: CORRIDORS

Single Loaded  Double Loaded

### BUILDING 1: STRUCTURAL SYSTEM

Poured-in Place Concrete  Steel Frame  Modular  
 Block and Plank  Steel and Plank  Mass Timber  
 Block and Joist  Wood Frame  Other

### BUILDING 1: ENVELOPE MATERIALS

Masonry  Metal Panels  EIFS  
 Terracotta  Fiberglass Panels  Stucco  
 Storefront  Cementitious Panels  Curtain Wall

### BUILDING 1: ACTIVE DESIGN FEATURES

Stair prompt signage at elevator call areas and outside stairwells  
 Co-locate adults' and children's physical activity facilities  
 Secure bicycle storage  
 Painted markings in playgrounds or walkways  
 Information boards about local physical activity opportunities  
 Stairs accessible and visible from building entrances and main paths of travel  
 Direct paths between common areas and physical activity facilities  
 Outdoor spaces programmed to support both physical activity and quiet reflection  
 Safe and positive recreational activities for children of all ages  
 Climatic conditions addressed that may pose barriers to physical activity

### BUILDING 1: SQUARE FOOTAGE

Building Residential (GSF)<sup>1</sup> \_\_\_\_\_  
Building Commercial Space (GSF) \_\_\_\_\_  
Building Community Facility Space (GSF) \_\_\_\_\_  
Building Enclosed Parking (GSF) \_\_\_\_\_  
Building Tenant Common Areas (GSF)<sup>2</sup> \_\_\_\_\_  
Building Sub-Level/Cellar (GSF)<sup>3</sup> \_\_\_\_\_  
Building Other - GSF (Do not include external parking) \_\_\_\_\_  
If Other - GSF listed, please describe \_\_\_\_\_  
Building Total - Gross Square Footage (GSF) \_\_\_\_\_

<sup>1</sup> Residential area includes units, corridors, and residential circulation space

<sup>2</sup> Tenant Common Areas include laundry rooms, lounges, and other enclosed social spaces intended for use by multiple residents and/or guests.

<sup>3</sup> Sub-Level/Cellar area includes open cellar, compactor room, mechanical and meter rooms, storage, and other cellar spaces not designated in another category.

## BUILDING 2

Building Number \_\_\_\_\_ Street Name \_\_\_\_\_ Borough \_\_\_\_\_

### BUILDING 2: DESCRIPTION

Construction Type \_\_\_\_\_ Total Number of Dwelling Units \_\_\_\_\_  
Number of Floors \_\_\_\_\_ Number of Setbacks \_\_\_\_\_  
Overall Building Height \_\_\_\_\_ Feet \_\_\_\_\_ Inches Number of Elevators \_\_\_\_\_  
Floor to Floor Height \_\_\_\_\_ Feet \_\_\_\_\_ Inches

### BUILDING 2: CORRIDORS

Single Loaded  Double Loaded

### BUILDING 2: STRUCTURAL SYSTEM

Poured-in Place Concrete  Steel Frame  Modular  
 Block and Plank  Steel and Plank  Mass Timber  
 Block and Joist  Wood Frame  Other

### BUILDING 2: ENVELOPE MATERIALS

Masonry  Metal Panels  EIFS  
 Terracotta  Fiberglass Panels  Stucco  
 Storefront  Cementitious Panels  Curtain Wall

### BUILDING 2: ACTIVE DESIGN FEATURES

Stair prompt signage at elevator call areas and outside stairwells  
 Co-locate adults' and children's physical activity facilities  
 Secure bicycle storage  
 Painted markings in playgrounds or walkways  
 Information boards about local physical activity opportunities  
 Stairs accessible and visible from building entrances and main paths of travel  
 Direct paths between common areas and physical activity facilities  
 Outdoor spaces programmed to support both physical activity and quiet reflection  
 Safe and positive recreational activities for children of all ages  
 Climatic conditions addressed that may pose barriers to physical activity

### BUILDING 2: SQUARE FOOTAGE

Building Residential (GSF)<sup>1</sup> \_\_\_\_\_  
Building Commercial Space (GSF) \_\_\_\_\_  
Building Community Facility Space (GSF) \_\_\_\_\_  
Building Enclosed Parking (GSF) \_\_\_\_\_  
Building Tenant Common Areas (GSF)<sup>2</sup> \_\_\_\_\_  
Building Sub-Level/Cellar (GSF)<sup>3</sup> \_\_\_\_\_  
Building Other - GSF (Do not include external parking) \_\_\_\_\_  
If Other - GSF listed, please describe \_\_\_\_\_  
Building Total - Gross Square Footage (GSF) \_\_\_\_\_

<sup>1</sup> Residential area includes units, corridors, and residential circulation space

<sup>2</sup> Tenant Common Areas include laundry rooms, lounges, and other enclosed social spaces intended for use by multiple residents and/or guests.

<sup>3</sup> Sub-Level/Cellar area includes open cellar, compactor room, mechanical and meter rooms, storage, and other cellar spaces not designated in another category.

### BUILDING 3

Building Number \_\_\_\_\_ Street Name \_\_\_\_\_ Borough \_\_\_\_\_

#### BUILDING 3: DESCRIPTION

Construction Type \_\_\_\_\_ Total Number of Dwelling Units \_\_\_\_\_  
Number of Floors \_\_\_\_\_ Number of Setbacks \_\_\_\_\_  
Overall Building Height \_\_\_\_\_ Feet \_\_\_\_\_ Inches Number of Elevators \_\_\_\_\_  
Floor to Floor Height \_\_\_\_\_ Feet \_\_\_\_\_ Inches

#### BUILDING 3: CORRIDORS

Single Loaded  Double Loaded

#### BUILDING 3: STRUCTURAL SYSTEM

Poured-in Place Concrete  Steel Frame  Modular  
 Block and Plank  Steel and Plank  Mass Timber  
 Block and Joist  Wood Frame  Other

#### BUILDING 3: ENVELOPE MATERIALS

Masonry  Metal Panels  EIFS  
 Terracotta  Fiberglass Panels  Stucco  
 Storefront  Cementitious Panels  Curtain Wall

#### BUILDING 3: ACTIVE DESIGN FEATURES

Stair prompt signage at elevator call areas and outside stairwells  
 Co-locate adults' and children's physical activity facilities  
 Secure bicycle storage  
 Painted markings in playgrounds or walkways  
 Information boards about local physical activity opportunities  
 Stairs accessible and visible from building entrances and main paths of travel  
 Direct paths between common areas and physical activity facilities  
 Outdoor spaces programmed to support both physical activity and quiet reflection  
 Safe and positive recreational activities for children of all ages  
 Climatic conditions addressed that may pose barriers to physical activity

#### BUILDING 3: SQUARE FOOTAGE

Building Residential (GSF) <sup>1</sup> \_\_\_\_\_  
Building Commercial Space (GSF) \_\_\_\_\_  
Building Community Facility Space (GSF) \_\_\_\_\_  
Building Enclosed Parking (GSF) \_\_\_\_\_  
Building Tenant Common Areas (GSF) <sup>2</sup> \_\_\_\_\_  
Building Sub-Level/Cellar (GSF) <sup>3</sup> \_\_\_\_\_  
Building Other - GSF (Do not include external parking) \_\_\_\_\_  
If Other - GSF listed, please describe \_\_\_\_\_  
Building Total - Gross Square Footage (GSF) \_\_\_\_\_

<sup>1</sup> Residential area includes units, corridors, and residential circulation space

<sup>2</sup> Tenant Common Areas include laundry rooms, lounges, and other enclosed social spaces intended for use by multiple residents and/or guests.

<sup>3</sup> Sub-Level/Cellar area includes open cellar, compactor room, mechanical and meter rooms, storage, and other cellar spaces not designated in another category.

## HPD SUSTAINABILITY & RESILIENCY

### REQUIRED FOR ENTERPRISE GREEN AND LEED PROJECTS ONLY

#### SECTION D: PROJECT LEVEL INFORMATION - DEVELOPMENT TEAM TO COMPLETE

Green Consultant Name \_\_\_\_\_ Green Consultant Company \_\_\_\_\_

#### PROJECT CERTIFICATIONS

Green Certification \_\_\_\_\_ If Other Certification, describe: \_\_\_\_\_

Energy Star Certification Pathway \_\_\_\_\_ Is this a Passive House Project? \_\_\_\_\_

Passive House Consultant \_\_\_\_\_ Is Project pursuing Passive House Certification? \_\_\_\_\_

Has any team member done Passive House before?:

Owner  Architect  Contractor

For multi-building projects where not all buildings are Passive House, list addresses: 1) Street Address and 2) Borough, for each Passive House building:

How does this project comply with HPDs "Solar Where Feasible" mandate? \_\_\_\_\_

#### GREEN INCENTIVES: SELECT ALL THAT APPLY

NYSERDA MFNC  NYSERDA MPP  Utility Incentives  
 NYSERDA Buildings of Excellence  Solar Tax Credits  NY Sun (Solar)

#### IF PROJECT WILL UNDERWRITE TO SAVINGS, HPD PM TO FILL IN THE APPROPRIATE SECTIONS:

M&O Standard: Heating (\$) \_\_\_\_\_ / room Electricity (\$) \_\_\_\_\_ / room Water/Sewer (\$) \_\_\_\_\_ / room

This Project: Heating (\$) \_\_\_\_\_ / room Electricity (\$) \_\_\_\_\_ / room Water/Sewer (\$) \_\_\_\_\_ / room

What percentage of Projected Energy Cost Savings from Solar are being underwritten in the M&O? \_\_\_\_\_ %

Additional Comments \_\_\_\_\_

#### RESILIENCY

For questions below, refer to the CRDG Risk Exposure Screening Tool on [HPD's website](#).

Increasing Precipitation Risk \_\_\_\_\_ Sea Level Rise Risk \_\_\_\_\_ Increased Heat Risk \_\_\_\_\_

Use the [NYC Flood Hazard Mapper](#) and select the first flood zone that applies to the project: \_\_\_\_\_

For projects in current/ future flood zone, the Design Flood Elevation (DFE) was established based on: \_\_\_\_\_ If a project contains lots in multiple flood zones, please provide for each flood zone: 1) BBL, 2) Street Address and 3) Borough:

#### IF PROJECT IS IN A FLOOD ZONE, CHECK ALL THAT APPLY:

If project/ portion of project is in current or future flood zone, are any of the following uses/ items included in cellar or ground floor?

Residential  Community  Commercial  Mechanical  Floodproofing

Additional Comments: \_\_\_\_\_



## SECTION E: BUILDING LEVEL INFORMATION – DEVELOPMENT TEAM TO COMPLETE

For projects with more than 3 buildings, please provide building information below for the 3 buildings with the best energy performance (ex. Passive House standards). At least one entry should represent the “typical” building. These should be same buildings as listed in the BLDS Review section above.

### BUILDING 1: PROJECT INFORMATION

Building Number \_\_\_\_\_ Street Name \_\_\_\_\_ Borough \_\_\_\_\_

Passive House Certification \_\_\_\_\_ Commercial space in Passive House envelope \_\_\_\_\_

Target GHG Emissions\* \_\_\_\_\_ (tCO<sub>2</sub>e/sf/year) Target Site EUI\* \_\_\_\_\_ (kBtu/sf/year)

\* Information should be taken from the [EGC Project Performance Report](#)

### BUILDING 1: PROPOSED SYSTEMS **\*Must comply w/ [HPD's new heating policies and equipment restrictions](#)**

Apartment Heating \_\_\_\_\_ Who pays tenant heating? \_\_\_\_\_

Apartment Cooling \_\_\_\_\_ Who pays tenant cooling? \_\_\_\_\_

Hot Water Heating \_\_\_\_\_ Who pays hot water? \_\_\_\_\_

Cooking (stoves) \_\_\_\_\_ Who pays for cooking? \_\_\_\_\_

Laundry (dryers) \_\_\_\_\_ Who pays for water/sewer? \_\_\_\_\_

How is building metered for Electric? \_\_\_\_\_ How is building metered for Gas? \_\_\_\_\_

Does building include Solar? \_\_\_\_\_

If Solar is included, what is the system size? \_\_\_\_\_ (kW/Gal) First year solar energy cost savings (\$) \_\_\_\_\_

Additional Systems:

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Emergency Generator | <input type="checkbox"/> Cogeneration (CHP) | <input type="checkbox"/> Green Roof          |
| <input type="checkbox"/> Solar Storage       | <input type="checkbox"/> ERV/ HRV           | <input type="checkbox"/> Advanced Monitoring |

Additional Features: \_\_\_\_\_

For Multi-building projects, please note whether this information is typical for: \_\_\_\_\_

### BUILDING 2: PROJECT INFORMATION

Building Number \_\_\_\_\_ Street Name \_\_\_\_\_ Borough \_\_\_\_\_

Passive House Building \_\_\_\_\_ Commercial space in Passive House envelope \_\_\_\_\_

Target GHG Emissions\* \_\_\_\_\_ (tCO<sub>2</sub>e/sf/year) Target Site EUI\* \_\_\_\_\_ (kBtu/sf/year)

\* Information should be taken from the [EGC Project Performance Report](#)

### BUILDING 2: SYSTEMS & METERING **\*Must comply w/ [HPD's new heating policies and equipment restrictions](#)**

Apartment Heating \_\_\_\_\_ Who pays tenant heating? \_\_\_\_\_

Apartment Cooling \_\_\_\_\_ Who pays tenant cooling? \_\_\_\_\_

Hot Water Heating \_\_\_\_\_ Who pays hot water? \_\_\_\_\_

Cooking (stoves) \_\_\_\_\_ Who pays for cooking? \_\_\_\_\_

Laundry (dryers) \_\_\_\_\_ Who pays for water/sewer? \_\_\_\_\_

How is building metered for Electric? \_\_\_\_\_ How is building metered for Gas? \_\_\_\_\_

Does building include Solar? \_\_\_\_\_

If Solar is included, what is the system size? \_\_\_\_\_ (kW/Gal) First year solar energy cost savings (\$) \_\_\_\_\_

Additional Systems:

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Emergency Generator | <input type="checkbox"/> Cogeneration (CHP) | <input type="checkbox"/> Green Roof          |
| <input type="checkbox"/> Solar Storage       | <input type="checkbox"/> ERV/ HRV           | <input type="checkbox"/> Advanced Monitoring |

Additional Features: \_\_\_\_\_

For Multi-building projects, please note whether this information is typical for: \_\_\_\_\_

**BUILDING 3: PROJECT INFORMATION**

Building Number \_\_\_\_\_ Street Name \_\_\_\_\_ Borough \_\_\_\_\_  
Passive House Building \_\_\_\_\_ Commercial space in Passive House envelope \_\_\_\_\_  
Target GHG Emissions\* \_\_\_\_\_ (tCO2e/sf/year) Target Site EUI\* \_\_\_\_\_ (kBtu/sf/year)

\* Information should be taken from the [EGC Project Performance Report](#)

**BUILDING 3: SYSTEMS & METERING** \*Must comply w/ [HPD's new heating policies and equipment restrictions](#)

Apartment Heating \_\_\_\_\_ Who pays tenant heating? \_\_\_\_\_  
Apartment Cooling \_\_\_\_\_ Who pays tenant cooling? \_\_\_\_\_  
Hot Water Heating \_\_\_\_\_ Who pays hot water? \_\_\_\_\_  
Cooking (stoves) \_\_\_\_\_ Who pays for cooking? \_\_\_\_\_  
Laundry (dryers) \_\_\_\_\_ Who pays for water/sewer? \_\_\_\_\_  
How is building metered for Electric? \_\_\_\_\_ How is building metered for Gas? \_\_\_\_\_  
Does building include Solar? \_\_\_\_\_  
If Solar is included, what is the system size? \_\_\_\_\_ (kW/Gal) First year solar energy cost savings (\$) \_\_\_\_\_

Additional Systems:

- Emergency Generator
- Cogeneration (CHP)
- Green Roof
- Solar Storage
- ERV/ HRV
- Advanced Monitoring

Additional Features: \_\_\_\_\_

For Multi-building projects, please note whether this information is typical for: \_\_\_\_\_

The section below should be completed and submitted to the HPD Project Manager only after all final changes are made to fields in both the Project Summary and Sustainability & Resiliency sections, immediately prior to loan closing.

**SUBMISSION CERTIFICATION**

Signing this form signifies that all information is accurate at the time of Construction Loan Closing. If there are changes to the information noted in this form, they shall be made and submitted to HPD at the time of Conversion to Permanent Financing.

Developer/Sponsor Name \_\_\_\_\_ Submission Date \_\_\_\_\_  
Developer/Sponsor Signature \_\_\_\_\_ HPD Project Manager Initials \_\_\_\_\_