

**DEVELOPMENT OF COMMUNITY IMPACT
APPLICATION**

The Gordon in Downtown Chamblee
3543 & 3553 Chamblee Dunwoody Rd
Chamblee, GA 30341

Revision Submittal 03.17.21

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Letter of Intent

March 17, 2021

City of Chamblee Planning and Development
3506 Broad Street
Chamblee, GA 30341

Dear Mr. Russell:

Windsor Stevens is pleased to present to the City of Chamblee “The Gordon in Downtown Chamblee”. Sited on two tracts (3543 & 3553 Chamblee Dunwoody Road, totaling 1.3605 acres), the properties will create an energized residential and retail destination. The site will require the recording of a recombination plat.

The Gordon is a 147,740 sf mixed-use development planned for the Downtown Chamblee Town Center. The multi-use project includes 12 residential units, 7,990 square feet of retail space. A parking deck and 6 surface parking spaces provide ample parking to residents and visitors. The Chamblee Dunwoody frontage will be transformed with a hardscaped patio inviting visitors and residents to enjoy the site and connect, including those utilizing the 12’ Rail Trail along Chamblee Dunwoody and on the northwest side of the property. The Rail Trail frontage includes a mix of retail and direct entry units activating the Rail Trail. The rooftop of the parking deck includes a residential amenity area with a pool. The south side of the side includes a fenced dog run for residents.

The project, as designed, complies with the Review and Approval Criteria in Section 280-23 and the Pattern Book for the Downtown Chamblee Town Center.

- Design shall be in harmony with the general character of the neighborhood and surrounding area, considering factors such as mass, placement, height, changing land use patterns, and consistency of exterior architectural treatment, especially in areas of historic and special design interest.

The site is located along a commercial corridor slated for redevelopment as part of the Downtown Chamblee Town Center Master Plan. The Design Team reviewed the Downtown Chamblee Town Center Master Plan and the Pattern Book for the Downtown Chamblee Town Center to create a development that has both massing along a commercial corridor while creating a pedestrian-friendly destination.

The building creates the desired density for the areas with ground floor retail space, an outdoor patio, and connection to the Rail Trail linking the Downtown Center. The brick exterior and architectural features relay an aesthetic of historic reuse.

- Design components shall be planned such that they are physically and aesthetically related and coordinated with other elements of the project and surrounding environment to ensure visual continuity of design.

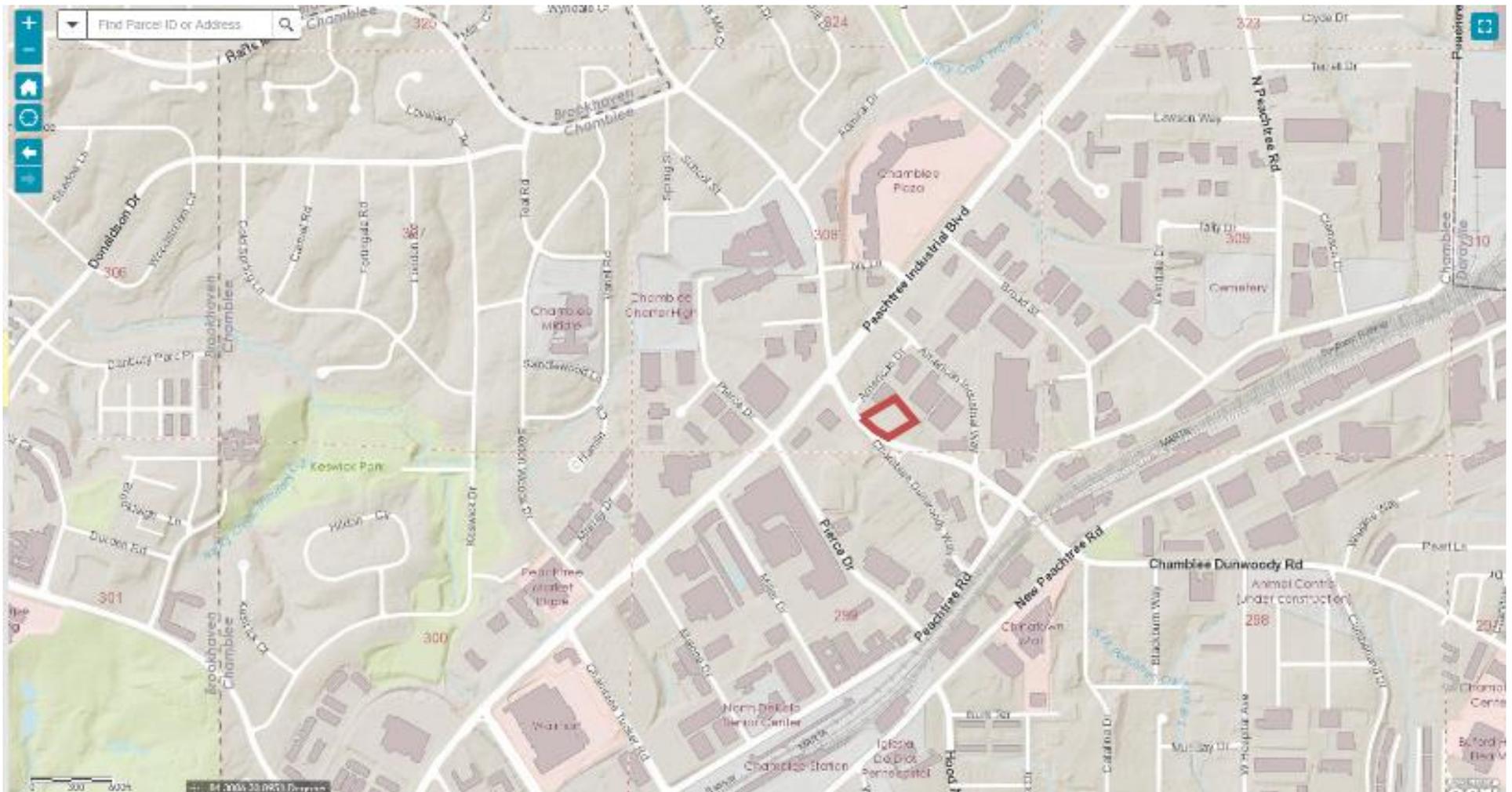
The architectural design speaks to a warehouse district with a large arcade on the first floor creating an invitation to the retail space. The Rail Trail side of the project is activated with ground floor retail. An amenity deck creates a unique outdoor space for the residents of the condominium.

- Design shall protect scenic views, particularly those of open space, and utilize natural features of the site.
There are no “scenic views”, however, the project will create a sense of place for the Chamblee Dunwoody Corridor including developing and activating the Rail Trail.
- Design shall protect adjacent properties from negative visual and functional impacts.
The site and architectural designs create an attractive transition along the commercial corridor. The 12’ Rail Trail along the northwestern boundary and the setback along the south/southeastern boundary create a slight buffer while maintaining the desired density and massing along the Chamblee Dunwoody corridor.
- Design shall respect the historical character of the immediate area as integral parts of community life in the city and shall protect and preserve structures and spaces which provide a significant link within these areas.
The design and placement of the building, while new, reflect a sense of historic re-use for the area. No historic structures were located on the site.
- All exterior forms, attached to buildings or not, shall be in conformity with, and secondary to, the building.
The parking deck will be screened from Chamblee Dunwoody and the Rail Trail by the condominium.
- The proposed development is suitable in view of the use and development of adjacent and nearby property.
From the massing to the architecture, the project is consistent with the desired redevelopment as outlined in the Downtown Chamblee Town Center Master Plan. The project contributes to the revitalization of the commercial corridor.
- The proposed development does not adversely affect the existing use or usability of adjacent or nearby property.
The properties are currently vacant. Adjacent uses are automotive and a day-care. The proposed project will not adversely affect the nearby properties.
- The proposed development does not result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities or schools.
The project will not cause an excessive or burdensome use of the existing streets, transportation facilities, utilities or schools. The project will encourage pedestrian activity with the sidewalks and Rail Trail segment as well as encourage transit ridership with close proximity to the MARTA station (1/4 mile).
- The proposed development is in conformance with the applicable zoning district.
The project is a mixed-use development which is indicated in the PUD pattern book.
- The proposed development is in conformance with the provisions of the future development plan articulated in the City’s Comprehensive Plan.
- *The project has been designed in concert with the LCI (Downtown Chamblee Town Center) and the PUD pattern book. The revitalization of the downtown area will be well-served by the project.*

Narrative description

The Gordon transforms two vacant properties along the Chamblee Dunwoody Corridor into a 147,740 square foot mixed-use development supporting the Downtown Chamblee Town Center. The project creates a single mixed use building with wrapped 218 space parking deck, 120 residential units, and 7,990 square feet of retail space along the Rail Trail. The Gordon's brick exterior with arcade and balconies stimulate visual interest and activates the Chamblee Dunwoody and the Rail Trail with public and residential access with a parking deck accommodating residents and visitors. The Chamblee Dunwoody frontage will be transformed with a hardscaped patio inviting visitors and residents to enjoy the site and connect, including those utilizing the Rail Trail path along Chamblee Dunwoody Road and on the northwest side of the property.

Location Map



Variations and Waivers

Variations may be granted by the City when:

- 1) There are extraordinary and exceptional conditions pertaining to the particular property in question because of its size, shape or topography; and
- 2) The application of this UDO to the particular piece of property would create an unnecessary hardship; and
- 3) Such conditions are peculiar to the particular piece of property involved; and
- 4) Such conditions are not the result of any actions of the property owner; or
- 5) Relief, if granted, would not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

Variance 1

A variance is requested for Chapter 2 3B1 that requires no more than 60% of units have a floor area of less than 800 SF. 102/120 (85%) Units have a floor area less than 800 SF.

Unit Size	Number of Units
Total	120
386	6
512	6
530	12
543	6
578	6
613	6
619	6
648	42
742	12
892	6
1,097	6
1,198	6

Relief, if granted, would not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

The project in total is 1.32 acres. The City and the Applicant have agreed that higher density is desired to activate the corridor. To accommodate the desired density and parking/greenspace and Rail Trail requirements, more than 60% of the units (85%) are smaller than 800 SF. There is no substantial detriment to the public good nor do the smaller units impair the intent of the zoning ordinance.

Variance 2

A variance is requested for Chapter 2 5B to allow the first floor residential balconies to project 1.2' into the 5' setback along the Rail Trail.

Relief, if granted, would not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

In order to provide full size balconies (32 SF, 4'x8'), two units along the Rail Trail will project into the setbacks approximately 1 foot. There is no substantial detriment to the public good.

Variance 3

A variance is requested for Chapter 2, 3D 2d i-iv that requires parking structures to be constructed to enable their future conversion to residential or non-residential uses.

Relief, if granted, would not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

The parking structure is integral and necessary to the primary use of the site as a mixed-use condominium and retail space. There is no substantial detriment to the public good.

Variance 4

A variance is requested from Sec 250-7(a)(8) for interparcel access. The parcel to the north is separated from the project by the Rail Trail. Access would bisect the Rail Trail and pose a safety hazard to the Rail Trail users. The parcels to the southeast are separated by the building and parking deck.

Relief, if granted, would not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

Interparcel access is not possible given the density of the site and the parking/greenspace requirements. The relief from interparcel access would not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

Variance 5

A variance is requested from Sec. 230-30(a)(2) for an increase from no more than 25% of the required open space included as hardscape or paved materials.

The application of this UDO to the particular piece of property would create an unnecessary hardship; such conditions are peculiar to the particular piece of property involved; and such conditions are not the result of any actions of the property owner.

Impervious open space is limited to 2,875 SF by Code. The plan includes 7,510 SF with 4,925 SF of that impervious surface comprised of the Rail Trail along Chamblee Dunwoody and the northern side of the property. Without these required sidewalks, the impervious open space is 2,585 SF which would be compliant with the Code requirements. The Code creates this increase in impervious surface because of the Rail Trail located along this particular property.

Variance 6

A variance is requested from Chapter 4 Architectural Patterns for Mercantile buildings for the upper-level fenestration window size to increase from the base zone to the cornice. The upper level windows are arched and therefore are increased in size.

Relief, if granted, would not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

The upper level windows architectural design is in keeping with the mercantile design and does not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

Variance 7

A variance is requested from Chapter 2, Sec 4E limiting upper story fenestration to 40%.

Relief, if granted, would not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

The upper story fenestration totals 44% to allow for adequate light and ventilation and the Juliet balconies. The upper story fenestration is in keeping with the mercantile design and does not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

Variance 8

A variance is requested from Chapter 2 Sec13C.2 for a retaining wall to exceed 2' along the Rail Trail and the north property line.

There are extraordinary and exceptional conditions pertaining to the particular property in question because of its size, shape or topography.

The retaining wall (up to 4' in height) addresses the topographical conditions of the site specifically the grade change between the project and the adjacent property including fall protection.

Variance 9

A variance is requested from Chapter 2 Sect 3D 2a to utilize a decorative mesh screen to cover the external opening of the parking garage.

Relief, if granted, would not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

The Pattern Book requires "external openings shall be screened with decorative elements such as metal grill-work, brick screens, or louvers." Should the Code be interpreted the examples as a requirement, then a variance is requested to use an alternative screening form. This screen has been used around metro Atlanta as well as across the country. While the final design of the mesh screening is not complete, an approximation is provided in the architectural drawings. The use of this screening material does not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

Variance 10

A variance is requested from Chapter 2 5C Building Height which states a max height of 110 ft or max height in stories of 7. The maximum permitted building height is whichever is less.

Relief, if granted, would not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

The mixed-use project has 7 stories on the street facing side where the retail use has a higher ceiling height and 8 stories along the Rail Trail side on the section toward the far northwest corner where the residential units extend down to the ground floor. The height to the highest point is 98' 6" of the building with the building ranging between 92' and 96' above grade. Relief from the lesser of the two height requirements meets the intent of the zoning ordinance and does not cause substantial detriment to the public good.

Variance 11

A variance is requested from Chapter 2 Sec 3B3 to allow for 36% of the linear frontage to be balconies along the street facing façade instead of one-third.

Relief, if granted, would not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

The balconies along the street frontage are Juliet balconies which will connect the upper stories of the building to the Rail Trail and street activities. The total frontage of balconies along Chamblee Dunwoody is 48' out of 133' 4" linear feet for the total façade. The balconies do not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance but rather help to activate the public space.

Variance 12

A variance is requested from Chapter 2, Sec 4E from 70% fenestration on the ground floor.

Relief, if granted, would not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

The arcade design and the accompanying fenestration results in an open, inviting sensibility much as the 70% fenestration desires. The fenestration is approximately 48% along the street frontage on the ground floor. There is no substantial detriment to the public as the arcade meets the intent of the fenestration and connectivity.

Variance 13

A variance is requested from Ch. 2 Sec 3D.2b from providing 40% shade cover of the roof level of the parking garage.

Relief, if granted, would not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

Over 50% of the top level of the parking garage is an amenity area. The remaining half is roof top parking. The limiting of the pavement on the top half of the parking garage with the amenity meets the intent of the zoning ordinance and does not cause substantial detriment to the public good nor impair the purpose or intent of this zoning ordinance.

Variance 14

A variance is requested from Chapter 2 Sec 9B4 requiring the mixed-use building built to at least 65% of the zone's width.

Relief, if granted, would not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

The design of the building and access to the rear parking structure accentuates the Rail Trail that runs along the front and side of the property. The building is built to the back of the supplemental zone for approximately 59.3% of the zone's width minus the Rail Trail at the edge of the property. The building's U-design creates greater density and interactivity while accommodating limited surface parking and services and retail access rather than a solid rectangular structure that may have met the 65% standard. The massing and incorporation of the Rail Trail meets the intent.

Variance 15

A variance is requested from Sec. 230-29(b)(1) to not provide a minimum 18 ft floor-to-ceiling height on the ground floor along the Rail Trail, which must also meet the regulations of a storefront street per

Relief, if granted, would not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

Almost 60% of the building along the Rail Trail is retail which will meet the required minimum 18' floor to ceiling height (actual 22'). The back section (41%) is comprised of residential units which would not have such high ceiling heights. The initial experience along the Rail Trail from Chamblee Dunwoody along the Rail Trail meets the intent.

Variance 16

A variance is requested from Sec 230-26(e)3 requiring trees 40' on center along Chamblee Dunwoody Road (also the Rail Trail).

Such conditions are peculiar to the particular piece of property involved; and such conditions are not the result of any actions of the property owner; or relief, if granted, would not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

Due to the conflict with the placement of City's existing stormwater and Dekalb County's domestic water utilities within the right of way planting trees within the landscape zone will negatively impact the underground utilities, and in some cases, not allow the tree to grow properly creating a hazardous condition.

Variance 17

A variance is requested from Sec 230-27(g) to allow accessory mechanical systems and features between the building and the street.

Such conditions are not the result of any actions of the property owner.

DeKalb County will require an above ground reduce pressure zone (RPZ) which is located between the building and the street. This is a County requirement that is not the result of any actions of the property owner.

Variance 18

A variance is requested for Chapter 2 Sec 12 C2 for relief of an on-street loading space*.

Relief, if granted, would not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

Currently, Chamblee Dunwoody Road is 4 lanes with no adjacent on-street parking and the property is located along a curve in the road. In the future, the developer wishes to have on-street parking along Chamblee Dunwoody Road for traffic calming as well as additional parking to service the development. As the street is not currently designed for on-street parking, when the City modifies Chamblee Dunwoody Road to allow for on-street parking, an on-street loading space is desired.

*This Planning Director may waive this requirement when (b) the only adjacent street contains the Rail Trail. The Rail Trail is located along Chamblee Dunwoody along the frontage of the property.

Waiver 1

A waiver is requested from Sec 320-39(a)(1) for the tree density on the landscape plan to provide 33.5 DBH and submit recompense for the remaining density.

The required tree density is 124" DBH when accounting for the Rail Trail easement. The provided Tree Density is 33.5" DBH. The deficit is 90.5" DBH. To accommodate the building, parking structure, water

main along Chamblee Dunwoody, the Rail Trail and supplemental zone, there was insufficient opportunity to provide the total tree density of 136" DBH. A payment for recompense of the deficit will be paid into the Tree Recompense Fund.

With the recompense payment to support tree plantings in other locations in the City, the reduced tree density of 33.5" DBH does not cause substantial detriment to the public good nor impair the purposes or intent of this zoning ordinance.

Phasing Plan

The project is expected to be completed within five years and therefore does not require a phasing plan.



September 9, 2019

Rod Mullice
Windsor Stevens
233 Peachtree Street, Suite 1265
Atlanta Georgia 30303
Rod@windsorstevens.com
404-953-9612

Re: The Gordon at Chamblee - EarthCraft Multifamily (ECMF) Verification Services

Dear Rod,

Thank you for contacting Southface regarding EarthCraft Multifamily (ECMF) verification services for The Gordon at Chamblee. We are excited about the opportunity to collaborate with you and your team on your project. Enclosed are an overview of Southface's qualifications and a scope of services that Southface can provide towards ECMF certification.

We feel strongly invested in projects such as yours and are excited by the possibility of continued work with your firm.

Please feel free to contact me with any questions or concerns regarding this proposal.

Sincerely,

A handwritten signature in black ink, appearing to read "Nathan Culver".

Nathan Culver
Senior Project Manager, Technical Services, Southface
nculver@southface.org
404-604-3639



QUALIFICATIONS

Since 1978 Atlanta-based Southface, an independent 501(c)3 organization, has promoted sustainable development and high performance building through education, research, advocacy and technical assistance. Southface is under the governance of a member-elected board of directors.

Southface's greatest asset has always been its staff, who comes from many areas of the building and design industries. Our team of architects, designers, engineers, construction experts and trainers makes us uniquely equipped to guide projects through high performance certifications with a focus on building capacity with partner organizations and fostering best practices in building efficiency and sustainability. This work provides clients with first class technical assistance as well as unparalleled education in building performance and sustainability strategies.

Southface staff has high level experience in the building science and performance field. Staff members have served on the board of directors of national and regional energy and construction organizations including Residential Energy Services Network (RESNET), the Building Performance Institute (BPI), Affordable Comfort (ACI), The Energy and Environmental Building Association (EEBA), the Southeast Energy Efficiency Alliance (SEEA), Georgia Building Energy Codes Advisory Panel, the Georgia Solar Energy Association (GSEA), the Georgia chapter of the US Green Building Council (USGBC) and the Greater Atlanta Home Builders Association (GAHBA). Southface has been recognized for excellence by the U.S. Department of Energy; the U.S. Environmental Protection Agency; the American Institute of Architects (AIA); the American Society of Heating, Refrigeration and Air Conditioning Engineers (ASHRAE); National Association of Home Builders (NAHB); the Georgia Environmental Council; EarthShare of Georgia; and many other industry and community organizations.

With extensive experience in residential, commercial and community projects, Southface is well equipped to provide technical assistance. The quality work we achieve is possible not in spite of the mission-driven focus that defines us as a nonprofit but rather because of it. All Southface projects inform one another, making the expertise we gain from technical assistance projects vital to the development of our advocacy, research and educational efforts. Southface applies its technical acumen through the lens of mission-driven work in an effort to transform the design, engineering and construction industries. Engaging with Southface leverages a staff committed to promoting sustainable homes, workplaces and communities by creating market capacity to develop projects with a focus on performance, efficiency and sustainability.



PROJECT OVERVIEW

Windsor Stevens is developing a multifamily residential building in Chamblee, GA. The project will include one (1) low-rise construction buildings with a total of 23 residential units. This project is pursuing EarthCraft Multifamily (ECMF) certification and it is assumed that the Project Team is pursuing the performance approach (unit-level energy modeling) to comply with ECMF program standards.

SCOPE OF SERVICES

The following scope of work summarizes the services Southface will perform for The Gordon to facilitate EarthCraft Multifamily certification.

I: EarthCraft Performance Path Energy Modeling

Southface will:

- Model energy usage following RESNET protocols and using Ekotrope energy modeling software for the residential building
- Includes the creation of Ekotrope energy models for up to four (4) worst case unit types
- Provide recommendations to optimize energy performance and meet energy efficiency goals for EarthCraft purposes
- Review requirements and recommendations with appropriate stakeholders at the design review

Project Team Responsibilities:

- Provide Southface with a copy of the architectural and MEP plans, completed construction specification sheet and ventilation strategies

II: Design Review Consulting

Southface staff will meet with the Project Team to:

- Train the Project Team on all of the requirements for the ECMF program, outlining critical milestones that must be met by the project
- Communicate suggested project modifications that should be incorporated into the project to satisfy ECMF criteria
- Facilitate the Project Team in assigning team member roles and responsibilities to ensure that ECMF criteria are integrated into the project in the smoothest, most effective way possible
- Review Manual J load calculations, Manual S system selections and Manual D duct designs for compliance as outlined in the ECMF program
- Review fresh air ventilation strategy for compliance
- Provide a report summarizing the design review to the Project Team
- This scope of work includes one (1) in-person meeting

Project Team Responsibilities:

- The following information must be provided two (2) weeks prior to the design review:



1. The most up-to-date version of the Project Team's ECMF Worksheet
 2. All necessary architectural plans including but not limited to: building level floor plans, unit level floor plans with dimensions, elevations (interior and exterior); window and door schedules
 3. Completed Energy Component Specification Sheet listing all project component specifications
- Provide Southface with a copy of the load calculations, system selections, duct designs and ventilation strategies (if applicable) prior to scheduling Service III: ECMF Construction Kick-off Meeting. The Construction Kick-off Meeting cannot be held until Southface has reviewed the required documents and concluded they are compliant with program requirements

III: Construction Kick-off Meeting

Southface will:

- Review the ECMF requirements and project goals on-site with the general contractor's project manager and site supervisor, and any subcontractors whose work are impacted by ECMF program standards
- Confirm utilization of appropriate and specified framing details and techniques
- Identify possible building envelope issues (including both air sealing and insulation) not noted at the plan review stage and work with general contractor and appropriate subcontractors to suggest appropriate modifications or corrections
- Review design expectations and specifications with the following trades at minimum: framer, HVAC, electrical, plumbing, air sealing, and insulation subcontractors. The kick-off meeting should be scheduled to occur prior to commencement of their work to insure compliance with all applicable program standards
- This scope of work includes one (1) in-person meeting

Project Team Responsibilities:

- It is the developer and/or general contractor's responsibility to schedule the ECMF Construction Kick-off Meeting. This meeting should be held prior to or during the framing phase, depending on project goals, and prior to the commencement of any mechanical rough-ins. This meeting cannot be held until EarthCraft has approved the unit load calculations, system selections and ventilation strategy



IV: Mid-Construction Visual and Diagnostic Inspections:

Mid-construction site inspections cover three (3) major areas: pre-drywall air sealing, insulation, and HVAC system rough-in. A total of six (6) site visits are included in this scope of work. Each inspection type will include:

Pre-Drywall Air Sealing Verification

Conduct verification visits on ^{25 RLM} 23 units and all common areas to:

- Inspect, verify and document that all of the requirements of the ECMF have been met for air sealing
- Produce a written report noting specific deficiencies, identifying problem areas, and suggesting corrective measures as well as review this report with appropriate contractors on site
- Produce a checklist indicating when applicable items listed in Table R402.4.2 of the 2009 IECC have been completed documenting code compliance
- Submit all necessary documentation to EarthCraft for project verification

Project Team Responsibilities:

- Schedule all pre-drywall inspections at the appropriate time. Details of required inspections will be provided at the Kickoff meeting
- Southface may require the builder to submit photo documentation to further verify certain measures

Pre-Drywall Insulation Verification

Conduct verification visits on 23 units and all common areas to:

- Inspect, verify and document that all of the requirements of the ECMF have been met for insulation installation
- Complete visual inspections of each section of the building after insulation installation to identify possible insulation coverage and envelope issues and grade the insulation
- Produce a written report noting specific deficiencies, identifying problem areas, and suggesting corrective measures as well as review this report with appropriate contractors on site
- Submit all necessary documentation to EarthCraft for project verification

Project Team Responsibilities:

- Schedule all pre-drywall inspections at the appropriate time. Details of required inspections will be provided at the Kickoff meeting
- Southface may require the builder to submit photo documentation to further verify certain measures



Rough-In Pre-Drywall HVAC Verification

Conduct the following tasks:

- Visually inspect HVAC equipment and duct systems at rough-in for sizing compliance, duct sealing measures, duct design and installation design recommendations
- Perform total leakage duct pressure tests on a sampling of systems (not to exceed 10% of total units). Review any identified issues with the HVAC subcontractor on site
- Communicate variances to construction team

Project Team Responsibilities:

- Schedule all pre-drywall HVAC diagnostic inspections at the appropriate time. Details of required inspections will be provided at the Kickoff meeting
- Southface may require the builder to submit photo documentation to further verify certain measures

VI: Final Visual and Diagnostic Inspections

As units and common areas are completed, final inspections will be conducted following ECMF verification requirements on all units to:

- Inspect, verify and document that all of the ECMF requirements and planned point items have been met
- Conduct pressure testing of a sample of units following RESNET Sampling Protocols to verify units meet or surpass established infiltration and duct leakage goals
- Verify energy model at project completion to ensure it reflects as-built building conditions
- Produce a written report noting findings, including ECMF worksheet requirements and points that have been met, identifying problem areas and suggesting corrective measures as well as review this report with appropriate contractors on site
- Submit all necessary documentation to EarthCraft for project verification
- A total of four (4) visits are included in this scope of work

Project Team Responsibilities:

- The general contractor is responsible for scheduling final and visual verification visits when appropriate. Details of required inspections will be provided at the ECMF Construction Kick-off meeting. Southface is not responsible for unit or building failure due to late scheduling or failure to schedule by the Project Team



VI: Performance Path Final Energy Modeling

Southface will:

- Confirm and revise energy models and submit energy model files for all units to the RESNET registry
- Provide copies of all final energy modeling results to the Project Team for documentation

VII: Final Documentation Review and Submittal

Southface will:

- Review the status of the ECMF prerequisite/credit requirements, checklist and completed final inspections
- Review all project documentation submissions to date submitted by the Project Team
- Complete ECMF status report including a summary of the current project credit totals and projections based on documentation submittals and in-field verification completed to date
- Provide additional written feedback on project verification documentation, if needed
- Submit final documentation to EarthCraft for review and certification approval

Project Team Responsibilities:

- For specific point items it is necessary for the Project Team to supply further documentation to Southface including but not limited to product literature, photographs, order forms, plan details, etc. Point awards for specific items necessitate such submittals to Southface. It is the Project Team's responsibility to provide such items to ensure the project receives final certification in the ECMF program



TERMS AND CONDITIONS

Owner's Responsibilities

Due to the collaborative nature of Southface's services, it is necessary for the Owner, and the Owner's representatives, to agree to several conditions that allow Southface to proceed.

Refer to Exhibit A for the standard terms and conditions applicable to the services proposed by Southface.

PROJECT CONTACTS

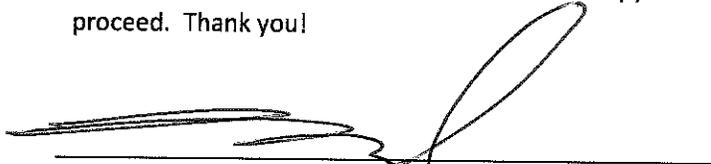
CLIENT	SOUTHFACE
Rod Mullice Rod@windsorstevens.com 404-953-9612	Nathan Culver Senior Project Manager 404-604-3639 nculver@southface.org



AUTHORIZATION

Southface appreciates the opportunity to provide ECMF verification services for this project. By selecting Southface to assist you with your multifamily project, you directly support Southface's nonprofit mission to promote sustainable homes, workplaces and communities through education, research, advocacy and technical assistance.

If this proposal meets your approval, please have a legally authorized representative sign and date in the space provided below and return a copy to Southface thereby authorizing us to proceed. Thank you!



Signed / Windsor Stevens

5/28/2020

Date



Print / Windsor Stevens

Signed / Southface

Date

Print / Southface