

## Draft Resolutions – March 16, 2017 Town Board Meeting

### 1) Energy Benchmarking Policy Resolution

**WHEREAS**, buildings are the single largest user of energy in the State of New York, and the poorest performing buildings typically use several times the energy of the highest performing buildings, for the exact same building use; and

**WHEREAS**, this Local Policy will use Building Energy Benchmarking to promote the public health, safety, and welfare by making available good, actionable information on municipal building energy use to help identify opportunities to cut costs and reduce pollution in the Town of Ancram; and

**WHEREAS**, collecting, reporting, and sharing Building Energy Benchmarking data on a regular basis allows municipal officials and the public to understand the energy performance of municipal buildings relative to similar buildings nationwide; and

**WHEREAS**, equipped with this information, the Town of Ancram will be able to make smarter, more cost-effective operational and capital investment decisions, reward efficiency, and drive widespread, continuous improvement.

**WHEREAS**, the following definitions will apply:

(1) “Benchmarking Information” shall mean information generated by the Ancram Climate Smart Community Task Force (CSCTF) including descriptive information about the physical building and its operational characteristics.

(2) “Building Energy Benchmarking” shall mean the process of measuring a building’s Energy use, tracking that use over time, and comparing performance to similar buildings.

(3) “Covered Municipal Building” shall mean a building or facility that is owned or occupied by the Town of Ancram that is 1,000 square feet or larger in size.

(4) “Energy” shall mean electricity, natural gas, steam, hot or chilled water, fuel oil, or other product for use in a building, or renewable on-site electricity generation, for purposes of providing heating, cooling, lighting, water heating, or for powering or fueling other end-uses in the building and related facilities, as reflected in Utility bills or other documentation of actual Energy use.

(5) “Energy Performance Score” shall mean the numeric rating generated that compares the Energy usage of the building to that of similar buildings.

(6) “Energy Use Intensity (EUI)” shall mean the kBtUs (1,000 British Thermal Units) used per square foot of gross floor area.

(7) “Gross Floor Area” shall mean the total number of enclosed square feet measured between the exterior surfaces of the fixed walls within any structure used or intended for supporting or sheltering any use or occupancy.

(8) “Portfolio Manager” shall mean ENERGY STAR Portfolio Manager, the internet-based tool developed and maintained by the United States Environmental Protection Agency to track and assess the relative Energy performance of buildings nationwide, or successor.

(9) “Utility” shall mean an entity that distributes and sells Energy to Covered Municipal Buildings.

(10) “Weather Normalized Site EUI” shall mean the amount of Energy that would have been used by a property under 30-year average temperatures, accounting for the difference between average temperatures and yearly fluctuations; and

**WHEREAS**, this Local Policy is applicable to all Covered Municipal Buildings as defined in item 3 above of this Local Policy; and

**WHEREAS**, the CSCTF may exempt a particular Covered Municipal Building from the benchmarking requirement if the CSCTF determines that it has characteristics that make benchmarking impractical; and

**WHEREAS**, no later than December 31, 2017, and no later than May 1 every year thereafter, the CSCTF shall enter into Portfolio Manager the total Energy consumed by each Covered Municipal Building, along with all other descriptive information required by Portfolio Manager for the previous calendar year; and

**WHEREAS**, for new Covered Municipal Buildings that have not accumulated 12 months of Energy use data by the first applicable date following occupancy for inputting Energy use into Portfolio Manager, the CSCTF shall begin inputting data in the following year; and

**WHEREAS**, the Department shall make available to the public on the internet Benchmarking Information for the previous calendar year:

(a) no later than December 31, 2017 and by September 1 of each year thereafter for Covered Municipal Buildings; and

**WHEREAS**, the Department shall make available to the public on the internet and update at least annually, the following Benchmarking Information:

- (a) Summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information; and
- (b) For each Covered Municipal Building individually:
  - (i) The status of compliance with the requirements of this Local Policy; and
  - (ii) The building address, primary use type, and gross floor area; and
  - (iii) Annual summary statistics, including site EUI, Weather Normalized Source EUI, annual GHG emissions, and an Energy Performance Score where available; and
  - (iv) A comparison of the annual summary statistics (as required by this Local Policy) across calendar years for all years since annual reporting under this Local Policy has been required for said building; and

**WHEREAS**, the CSCTF shall maintain records as necessary for carrying out the purposes of this Local Policy, including but not limited to Energy bills and other documents received from tenants and/or Utilities. Such records shall be preserved by the CSCTF for a period of three (3) years; and

**WHEREAS**, the CSCTF shall be the Administrator of this Local Policy; and

**WHEREAS**, the Administrator of this Local Policy may promulgate procedures necessary for the administration of the requirements of this Local Policy; and

**THEREFORE BE IT RESOLVED THAT** within thirty days after each anniversary date of the effective date of this Local Policy, the Administrator of the Benchmarking Policy shall submit a report to the Town Board including but not limited to summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information, a list of all Covered Municipal Buildings identifying each Covered Municipal Building that the CSCTF determined to be exempt from the benchmarking requirement and the reason for the exemption, and the status of compliance with the requirements of this Local Policy; and

**BE IT ALSO RESOLVED THAT** this Local Policy shall be effective immediately upon adoption by the Town Board, and a copy of this resolution shall be provided to the Climate Smart Communities Task Force.

## 2) NYS Solar Permitting Process

**WHEREAS**, New York State has developed a unified solar photovoltaic permitting process designed to streamline municipal permitting which will reduce costs for solar projects and support the growth of clean energy jobs across the state, and

**WHEREAS**, the Town of Ancram is desirous of participating in the unified permitting process, thereby increasing the Town's eligibility for various incentives and grants through the New York State Energy Research and Development Authority; now, therefore, be it

**RESOLVED**, that the Town of Ancram adopts the New York State Unified Solar Permitting Process as attached hereto as Exhibit I, and be it further

**RESOLVED**, that the Town Board authorizes the Climate Smart Communities Task Force to complete the grant application through the Streamlined Permitting Program to allow for the Town to receive a grant award up to \$2,500 from the New York State Energy Research and Development Authority for the adoption of the Unified Solar Permit; and be it further

**RESOLVED**, that this resolution shall take effect immediately and a copy of this resolution, with Exhibit I, shall be provided to the Building Department.