

CITY MANAGER'S AGENDA

1. A communication transmitted from Louis A. DePasquale, City Manager, relative to a COVID-19 update.
2. Transmitting Communication from Louis A. DePasquale, City Manager, relative to the appropriation of the Mass Cultural Council FY2020 Safe Harbors grant in the amount of \$2,250 to the Grant Fund Historical Commission Salaries and Wages account which will support the Commission's part-time archives assistant.
3. Transmitting Communication from Louis A. DePasquale, City Manager, relative to the appropriation of \$1,245 received from the Board of Library Commissioners (MLBC) to the Grant Fund Library Other Ordinary Maintenance account which will be used to support community summer learning programs at the Library.
4. Transmitting Communication from Louis A. DePasquale, City Manager, relative to the appropriation of \$500.00 from Cambridge in Motion, through the Cambridge Public Health Department, to the grant fund Emergency Communication Other Ordinary Maintenance account which will be used to support a program to encourage all staff to take on a monthly challenge designed to improve physical activity during the shift such as standing for fifteen minutes each hour or walking the building during breaks.
5. Transmitting Communication from Louis A. DePasquale, City Manager, relative to a transfer in the amount of \$65,000 from the General Fund Law Department Salaries and Wages to the General Fund Law Department Other Ordinary Maintenance account which will be used to cover cost increases related to litigation and legal matters handled by outside counsel.
6. Transmitting Communication from Louis A. DePasquale, City Manager, relative to the appropriation of \$1,641,000 from Free Cash, to the Public Investment Fund Public Works Extraordinary Expenditures Account for the first year of a two-year lease of operating and office space for the Department of Public Works on Mooney Street.
7. Transmitting Communication from Louis A. DePasquale, City Manager, relative to the appropriation of \$5,300,000 from Free Cash to the Public Investment Fund Human Services Extraordinary Expenditures Account to construct a new Universal Design Playground.
8. Transmitting Communication from Louis A. DePasquale, City Manager, relative to a recommendation of the Community Preservation Act Committee (CPAC) for an allocation of \$1,000,000 from the CPA Fund Balance to the Community Preservation Act Fund COVID-19 Housing Stabilization Program.

Agenda Item Number 8 June 22, 2020

ORDERED: That the City Council allocate \$1,000,000 from the Community Preservation Act Fund Balance to the

Community Preservation Act Fund COVID-19 Housing Stabilization Program.

9. Transmitting Communication from Louis A. DePasquale, City Manager, relative to the authorization of a spending limit of \$1,300,000 FY2021, for the Renewable Energy and Greenhouse Gas Reduction Revolving Fund, pursuant to Chapter 3.24 of the Municipal Ordinance titled "Departmental Revolving Funds".

Agenda Item Number 9 June 22, 2020

ORDERED: That the City Council go on record authorizing a spending limit of \$1,300,000 for Fiscal Year 2021 for the Renewable Energy and Greenhouse Gas Reduction Revolving Fund, pursuant to Chapter 3.24 of the Cambridge Municipal Ordinance entitled: Departmental Revolving Fund.

10. Transmitting Communication from Louis A. DePasquale, City Manager, relative to the appropriation of Federal CARES Act funds in the amount of \$1,529,834 to the Public Investment Fund Community Development Department Extraordinary Expenditures account which will be used to assist residents and small business owners who are impacted by the virus.
11. Transmitting Communication from Louis A. DePasquale, City Manager, relative to the appropriation of grant in the amount of \$613,262 from the U. S. Department of Housing and Urban Development (HUD) through the HOME Program to the Public Investment Fund Community Development Extraordinary Expenditures account (\$578,992) and to the Grant Fund Community Development Salary & Wages account (\$34,270) which will be used to continue the development and rehabilitation of affordable housing in the City of Cambridge.
12. Transmitting Communication from Louis A. DePasquale, City Manager, relative to the appropriation of \$120,000 from Free Cash to the General Fund Executive (Cambridge Office of Tourism) Other Ordinary Maintenance account which will directly support a city-wide campaign, "Hello Again" in collaboration with the City and the business community - to welcome businesses, customers, and the surrounding neighborhoods back by promoting health safety and positivity following the COVID-19 shut down.

CHARTER RIGHT

1. Policy Order Re Addressing Systemic Racism in Cambridge. [CHARTER RIGHT EXERCISED BY COUNCILLOR SIMMONS]

O-10 Calendar Item # 1 ~~June 10, 2020~~ June 22, 2020
COUNCILLOR SIMMONS

WHEREAS: In 1945, the City of Cambridge was among the scores of municipalities across the country that appointed a citizen's committee to review the treatment of African-Americans, particularly those returning from serving during

WWII, and to help them better reintegrate into the communities they were now returning to; and

WHEREAS: The charge of the Cambridge citizens committee was to provide a reliable voice in civic matters to the African-American community members and their allies, and this work resulted in the establishment of a formal Department of Civic Unity; and

WHEREAS: Over the next several decades, the Department of Civic Unity would work on bettering Police-Community Relations, on creating fairer educational and housing practices and policies, on ensuring that there were fair and equitable policies on matters of employment, and on various other areas of concern as they arose, and in time, much of this work was institutionalized across several City departments to engage in anti-bias work; and

WHEREAS: In recent weeks, as the entire country has been galvanized in the wake of the murders of George Floyd, Breonna Taylor, and Ahmaud Arbery, there has been a renewed demand from the Cambridge community to ensure that the kind of work that the Department of Civic Unity was focused on prior to being discontinued in the 1990s must be re-committed to, to ensure that the City is fully engaged in stamping out issues of racism in all its iterations; and

WHEREAS: The City of Cambridge has the opportunity to be a true national leader in taking stock of our policies, of the opportunities presented to people regardless of their color, gender, religion, or orientation, and to ensure that all members of the Cambridge community are treated fairly and equally in all respects; now therefore be it

WHEREAS: That the City Manager be and hereby is requested to work with the Chair of the Civic Unity Committee in appointing a committee charged with making recommendations on what measures the City should be taking to better address any systemic instances of racism, racial intolerance, and/or unequal treatment of African-American members of the community, and to report back to the City Council on this matter in a timely manner; and be it further

ORDERED: That the City Manager be and hereby is requested to work with the Chair of the Civic Unity Committee in convening a Town Hall meeting or other public forum designed to ensure that the voices from members of the community are heard on this important matter.

ON THE TABLE

2. That the City Manager is requested to direct the City Solicitor, Community Development, Public Works, Inspectional Services and any other related departments to review the proposed amendments regarding the prohibition of Natural Gas Infrastructure in New Buildings. [TABLED ON JAN 27, 2020]

3. An application was received from Duncan MacArthur, requesting permission for a curb cut at the premises numbered 56 Creighton Street; said petition has received approval from Inspectional Services, Traffic, Parking and Transportation, Historical Commission and Public Works. No response has been received from the neighborhood association. [TABLED BY IN COUNCIL JUNE 1, 2020]

UNFINISHED BUSINESS

4. A communication transmitted from Louis A. DePasquale, City Manager, relative to Awaiting Report Item Number 18-108, regarding a report on offering early voting in City Council and School Committee Elections. [PENDING RESPONSE FROM LEGISLATURE]

COMMUNICATIONS

1. A communication was received from Peter Godart, regarding reallocating Cambridge policing funds.
2. A communication was received from Kevin P. Crane, 27 Norris Street, regarding Shared Streets.

RESOLUTIONS

1. Resolution on the death of Malcolm Daniel. Councillor Simmons
2. Wishing Loretta Dupont a Swift Recovery. Councillor Simmons
3. That this City Council go on record congratulating the Super Seniors of CRLS class of 2020, in recognition of academic achievement for the top ten students and in recognition of the honor given to twelve students chosen for their demonstration of living up to the motto Opportunity Diversity Respect. Councillor Nolan, Councillor McGovern, Mayor Siddiqui
4. Resolution on the Retirement of Susan D. Breen. Mayor Siddiqui
5. That the City Council go on record commending and thanking the CHA maintenance staff for their heroic efforts during the COVID-19 pandemic. Councillor Zondervan, Councillor Toomey, Councillor Sobrinho-Wheeler

ORDERS

1. That the City Manager be and is hereby requested to work with the appropriate city departments to place all collective bargaining agreements between the City and unions on the city website, in an easily accessible location, to increase transparency for the public. Councillor McGovern, Vice Mayor Mallon, Mayor Siddiqui, Councillor Simmons
2. That the City Manager be and hereby is requested to direct the appropriate City staff to work with the Central Square Business Association in developing a pilot program that will allow Central Square to close to vehicular traffic on Sundays and allow restaurants to fully embrace the concept of outdoor dining for the summer months of 2020, and to report back to the City Council on this matter in a timely manner. Councillor Simmons

3. That the City Manager be and is hereby requested to identify an air-conditioned space for a Cambridge Day Services Center for unhoused people. Councillor McGovern, Mayor Siddiqui, Vice Mayor Mallon, Councillor Simmons
4. Anti-Racist Free Little Libraries. Mayor Siddiqui, Councillor Simmons, Councillor Nolan, Vice Mayor Mallon
5. That the City Manager is requested to provide a report by the end of summer for discussion at a September Council meeting on the advantages and disadvantages of continuing with Civil Service, and the process by which Cambridge could exit Civil Service. Councillor Nolan
6. That the City Council goes on record in support of the Stop The Money Pipeline movement calling on the insurance industry to not insure or invest in fossil fuels. Councillor Zondervan, Councillor Carlone, Councillor Nolan, Councillor Sobrinho-Wheeler
7. That the Cambridge City Council go on record in support of including a two-track Grand Junction railway crossing in MassDOT's Allston Multimodal Improvement Project plans, and urges the FMCB to vote in favor of this inclusion. Councillor Sobrinho-Wheeler, Councillor Nolan
8. That the City Manager be and hereby is requested to immediately publish a list of all upcoming temporary tow-zones in the Port neighborhood and distribute this list to residents. Councillor Zondervan, Councillor Simmons, Mayor Siddiqui
9. That the City Manager be and hereby is requested to obtain an itemized statement of all materials, tools, and property owned by the Cambridge Police Department. Councillor Zondervan, Councillor Sobrinho-Wheeler
10. Fossil Fuels impacting Public Health and quality of life. Councillor Carlone

COMMUNICATIONS AND REPORTS FROM CITY OFFICERS

1. A communication was received from Mayor Sumbul Siddiqui, transmitting information from the School Committee's Special Meeting and Regular Meeting.

HEARING SCHEDULE

Mon, June 22

5:30pm City Council Meeting (Sullivan Chamber, web & Zoom only)

Mon, June 29

5:30pm City Council Meeting (Sullivan Chamber, web & Zoom only)

Mon, July 27

5:30pm Special City Council Meeting (Sullivan Chamber)

TEXT OF ORDERS

O-1 June 22, 2020

COUNCILLOR MCGOVERN

VICE MAYOR MALLON

MAYOR SIDDIQUI

COUNCILLOR SIMMONS

ORDERED: That the City Manager be and is hereby requested to work with the appropriate city departments to place all collective bargaining agreements between the City and unions on the city website, in an easily accessible location, to increase transparency for the public.

O-2 June 22, 2020

COUNCILLOR SIMMONS

WHEREAS: In recent years, the City has frequently been asked by business owners in Central Square to consider piloting a "Car Free Sunday" program during the summer months, to allow restaurants to establish outdoor dining on a greater scale than is currently possible, to draw more foot traffic to the area, and to bring a sense of vibrancy and vitality back to Central Square; and

WHEREAS: As the City prepares for the next phase of re-openings in the wake of the Covid-19 pandemic, in which restaurants will be allowed to re-open with outdoor dining options, the need to work with our business community and help entice patrons back into supporting our local economy in as safe a manner as possible suggests that the summer of 2020 would be the ideal time to revisit such a program, and to see if this might be appropriate for other areas of the city; now therefore be it

ORDERED: That the City Manager be and hereby is requested to direct the appropriate City staff to work with the Central Square Business Association in developing a pilot program that will allow Central Square to close to vehicular traffic on Sundays and allow restaurants to fully embrace the concept of outdoor dining for the summer months of 2020, and to report back to the City Council on this matter in a timely manner.

O-3 June 22, 2020

COUNCILLOR MCGOVERN

MAYOR SIDDIQUI

VICE MAYOR MALLON

COUNCILLOR SIMMONS

WHEREAS: The City of Cambridge is invested in the health and safety of its unhoused population. In the time of COVID-19, the City is providing immediate food and shelter assistance, and is pursuing affordable housing zoning changes; and

WHEREAS: There is a great need, in between these immediate and long-term solutions, for a space that provides centralized aid, connects unhoused residents to resources, and helps them move into housing; and

WHEREAS: The need for such a centralized space is increasing due to the congregating of unhoused residents in Central Square without any day programming, and to their exposure to the sharply increasing heat outside, which puts them at risk for heat stroke, dehydration, and other grave health problems; and

WHEREAS: A cohort of City officials led by Councillor McGovern, including the Mayor, the Vice-Mayor, the Police Commissioner, the Chief Public Health Officer, the Public Works Commissioner, and the Assistant City Manager for Human Services, toured the Downtown Day Services Center ("The Center") in DC in March 2020.

WHEREAS: The Center provides a multitude of services, including meals programs, showers, laundry, housing services, legal services like ID, employment, records, and case management, healthcare, harm reduction services, computers, and entertainment. It serves as an exceptional, housing-first model for the City of Cambridge to pursue; therefore be it

ORDERED: That the City Manager be and is hereby requested to identify an air-conditioned space for a Cambridge Day Services Center for unhoused people; and be it further

ORDERED: That the City Manager report back to the City Council on this matter no later than the regular meeting on June 29th, 2020.

O-4 June 22, 2020

MAYOR SIDDIQUI

COUNCILLOR SIMMONS

COUNCILLOR NOLAN

VICE MAYOR MALLON

WHEREAS: All around Cambridge, little free libraries are in neighborhoods to share books, create dialogue and build community; and

WHEREAS: Most of these little free libraries are community led, and are made up of a diversity of literature, but not many books by authors of color or about combatting racism; and

WHEREAS: To combat racism and urge our residents to become intentionally anti-racist, we must promote the education of systemic racism, one's role in upholding these systems and the resources in which to overcome white supremacy; and

WHEREAS: Creating additional little free libraries aimed at providing anti-racist texts, will elevate the understanding of how racism shapes our daily lives, will build community and understanding and foster dialogue in the community about race; and

WHEREAS: These anti-racist little free libraries should be available in a variety of neighborhoods, including the Port (Harvard and Windsor), the Coast (Putnam and Magazine), Brattle Street and North Cambridge (Rindge and Massachusetts Ave.); now therefore be it

ORDERED: That the City Manager be and hereby is requested to confer with Director of Cambridge Public Libraries to determine providing the initial books and resources that will be in these little free libraries; and be it further

ORDERED: That the City Manager report back to the Council on the feasibility of placing the four little free libraries in the above locations in a timely manner.

O-5 June 22, 2020

COUNCILLOR NOLAN

WHEREAS: The City and Council have taken admirable steps to use good governance and best practices in human resources, including making progress in greater diversity in hiring in all departments; and

WHEREAS: Civil Service is a system that was initially set up to ensure fair hiring practices in the 1800s and to provide help in hiring for a range of civic positions which was beneficial to professionalizing public sector jobs; and

WHEREAS: System delays in scheduling exams can make hiring difficult especially when exams are not timely, thereby inhibiting opportunities for advancement; and

WHEREAS: The Cambridge police and fire departments youth and cadet programs brought welcome diversity and applicants from a

range of backgrounds, thereby contributing to the goals of the council which program would likely not have been needed if Civil Service was not in place; and

WHEREAS: Many believe the system has outgrown its usefulness and as a result some departments of city government are hindered by Civil Service;

WHEREAS: Many forward thinking towns and cities are considering alternatives to Civil Service; and many Massachusetts municipalities have left, including: Acton, Adams, Burlington, Easthampton, Franklin, Grafton, Lee, Lexington, Manchester-by-the-Sea, Marlborough, Maynard, Milford, Millis, North Adams, North Attleboro, North Reading, Norwood, Orange, Provincetown, Reading, Sharon, Sudbury, Uxbridge, Walpole, Wayland, Wellesley, Westwood, Williamstown; now therefore be it

ORDERED: That the City Manager is requested to provide a report by the end of summer for discussion at a September Council meeting on the advantages and disadvantages of continuing with Civil Service, and the process by which Cambridge could exit Civil Service.

O-6 June 22, 2020

COUNCILLOR ZONDERVAN

COUNCILLOR CARLONE

COUNCILLOR NOLAN

COUNCILLOR SOBRINHO-WHEELER

WHEREAS: The Cambridge City Council recognizes the reality of climate change and the importance of protecting our planet to ensure the well-being of future generations; and

WHEREAS: In the wake of the US withdrawal from the Paris Agreement, Cambridge [joined](#) the We Are Still In initiative, a coalition of over 2,800 representatives from all 50 states including large and small businesses, mayors and governors, university presidents, faith leaders, tribal leaders, and cultural institutions;

WHEREAS: Burning coal produces [60% of the total carbon emissions from the U.S. electric power sector](#), and [under current federal regulations](#), will continue to contribute to a staggering health crisis resulting in approximately 10,000 premature deaths, up 48,000 lost work days, and tens of thousands of cases of respiratory illness annually through 2030; and

WHEREAS: Indigenous communities and environmentalists are outspoken against the dangerous use of tar sands oil and the harm caused by its water-intensive, destructive extraction and refinement processes, and its transport; and

WHEREAS: Climate change is increasing Massachusetts' vulnerability to severe weather, flooding, and extreme heat risks, which could represent billions of dollars in insured losses; and

WHEREAS: Most US insurers continue to invest in fossil fuel companies, and the 40 largest US insurers hold over \$450 billion in the coal, oil, gas, and electric utilities sectors; and

WHEREAS: Municipalities including Paris, San Francisco, Boulder County, and Somerville have adopted resolutions calling on insurance companies to divest from coal and other fossil fuel industries; and

WHEREAS: In 2016, the California Insurance Commissioner called on the industry to voluntarily divest from thermal coal companies, [resulting in](#) 57 insurers committing to divest some or all investments; and

WHEREAS: On February 13, 2020, the Boulder County Board of Supervisors [announced](#) that the county will screen its own potential insurance providers for those that insure and invest in

fossil fuels, and use the information as a determining factor in deciding with whom it will do business; and
WHEREAS: On May 27, 2020, 38 Massachusetts legislators [sent a letter](#) to Liberty Mutual CEO David Long calling on the Boston-based insurance company to stop insuring and investing in fossil fuels; and
WHEREAS: The City of Cambridge is not insured by any commercial insurance companies, relying on self-insurance and a pooled-risk fund for public entities; now therefore be it
RESOLVED: That the City Council goes on record in support of the [Stop The Money Pipeline](#) movement calling on the insurance industry to not insure or invest in fossil fuels; and be it further
RESOLVED: That the City Clerk be and hereby is requested to forward suitably engrossed copies of this resolution to leading US insurers including Brian Duperreault, CEO of AIG, Warren Buffett, CEO of Berkshire Hathaway, David Long, CEO of Liberty Mutual, and Cambridge's entire state and federal legislative delegation.

O-7 June 22, 2020

COUNCILLOR SOBRINHO-WHEELER
COUNCILLOR NOLAN

WHEREAS: Since 2014, The Massachusetts Department of Transportation (MassDOT) has been planning the [Allston Multimodal Improvement Project](#), which will transform road, railway, and land use patterns along Interstate 90 just across the river from Cambridge, and create new planning opportunities on this side of the river; and
WHEREAS: One opportunity is to expand the Grand Junction Railway bridge from a one-track to a two-track crossing, which would realize the potential to connect the commercial hub of Kendall Square to Boston and MetroWest municipalities such as Framingham and Worcester [via high-speed regional rail](#); and
WHEREAS: Local advocacy organizations including WalkBoston, the Cambridge I-90 Committee, the Conservation Law Foundation, the Charles River Watershed Association, Friends of the Grand Junction Path, Friends of the Community Path, and the Kendall Square Business Association are supporting a two-track crossing; now therefore be it
RESOLVED: That the Cambridge City Council go on record in support of including a two-track Grand Junction railway crossing in MassDOT's Allston Multimodal Improvement Project plans, and urges the FMCB to vote in favor of this inclusion; and be it further
ORDERED: That the City Clerk be and hereby is requested to forward suitably engrossed copies of this resolution to Transportation Secretary Pollack, the MBTA FMCB, and the Cambridge State Legislative Delegation on behalf of the City Council.

O-8 June 22, 2020

COUNCILLOR ZONDERVAN
COUNCILLOR SIMMONS
MAYOR SIDDIQUI

WHEREAS: It has come to the attention of the City Council that work related to the Port Infrastructure Improvements Project [has begun](#); and
WHEREAS: While phase 2 of the project is not scheduled to commence until 2022, significant preparation work has already begun, which in addition to phase 1 of the project is leading to

serious disruption and inconvenience for neighborhood residents; and
WHEREAS: Residents of the immediately impacted neighborhood are faced with constantly changing traffic patterns, temporary tow-zones announced no more than 48 hours in advance, dangerous conditions for pedestrians, and more; and
WHEREAS: Due to the COVID-19 pandemic and subsequent economic impacts, residents are not necessarily using their cars on a regular basis, making 48-hours' notice via a physical sign on the street insufficient, and fees associated with a towing outcome are burdensome for residents; and
WHEREAS: A section of the sidewalk on Bishop Allen Drive between Columbia Street and Douglass Street has been completely closed to pedestrians for quite some time, and cars using the road as a cut-through in both directions travel too fast for it to be safe for anyone on foot to take the road, creating a dangerous situation where there is only a single narrow sidewalk for pedestrians as they attempt to maintain social distancing practices while going through this area; and
WHEREAS: Bishop Allen Drive from Columbia to Norfolk was converted to a one-way street for some time in late 2019, which made things considerably more safe for pedestrians, but this restriction has since been removed, despite the ongoing construction; and
WHEREAS: As the city moves ahead with this important project, the impact on residents of the neighborhood and anyone passing through by foot or bike needs to be considered, and a community engagement process that begins in Fall 2020 is too late if preliminary work is starting this summer; now therefore be it
ORDERED: That the City Manager be and hereby is requested to immediately publish a list of all upcoming temporary tow-zones in the Port neighborhood and distribute this list to residents; and be it further
ORDERED: That the City Manager be and hereby is requested to work with the Department of Traffic and Parking and other relevant departments to make immediate adjustments to Bishop Allen Drive that improve safety and comfort for pedestrians; and be it further
ORDERED: That the City Manager be and hereby is requested to report back to the City Council on this matter as soon as possible.

O-9 June 22, 2020

COUNCILLOR ZONDERVAN
COUNCILLOR SOBRINHO-WHEELER

WHEREAS: Chapter 2.52 Section 090 of the Cambridge municipal code states that "The Police Commissioner shall make a report to the City Manager annually, in the month of July, of all the receipts and expenditures of his Department, the organization and efficiency of the force, and an itemized statement of all the materials, tools and property of every kind belonging to the City, on hand June 30th with their estimated value."; and
WHEREAS: The public has an interest in understanding the extent to which the Department is in possession of military grade equipment, [including](#) a Lenco BearCat and high powered sniper rifles, and what options may exist for disposing of such equipment if no longer needed; now therefore be it
ORDERED: That the City Manager be and hereby is requested to obtain an itemized statement of all materials, tools, and property owned by the Cambridge Police Department; and be it further

ORDERED: That the City Manager make this information available to the City Council at its July 27, 2020 Special Meeting.

O-10 June 22, 2020

COUNCILLOR CARLONE

WHEREAS: The City of Cambridge publicly acknowledges we are facing a climate change crisis due to increasing dangers of fossil fuels impacting public health and quality of life; and

WHEREAS: The intent of Article 22.000 of Cambridge's Zoning Code is "to promote environmentally sustainable and energy-efficient design and development practices in new construction and renovation of buildings in the city"; and

WHEREAS: The city has set goals for different building types to meet the highest standards for environmentally sustainable design in the coming years; and

WHEREAS: Costs for different forms of clean energy are equal to or less than fossil fuels; and

WHEREAS: Cambridge set a building standard for utilizing clean energy in their non-zero buildings to minimize adverse environmental impacts and as examples for private industry and all public facilities design to replicate; and

WHEREAS: It is of utmost importance that new and renovated projects seriously explore the environmental and likely cost advantages of using alternative and renewable energy resources during the design development of their projects; now therefore

ORDERED: Under 22.20 Green Building Requirements, the following will be added as Section 22.25.2 (d):

"A plan shall be submitted to Community Development and Inspectional Services Departments that uses alternative and renewable energy sources and an analysis of the feasibility and cost of installing such a system compared with a fossil fueled energy system for city and public review."

Note: This does not mandate a non-fossil fuel system be installed. The full text within its section shall be:

22.25.2

Before applying for a building permit for a Green Building Project, the documentation listed in Subsection 22.25.1 above, updated from any previous version (if applicable) to reflect the current Green Building Project design, and the additional documentation listed below shall be submitted to CDD for review. Within thirty (30) days after receiving a complete set of documentation, CDD shall provide written notice to the developer of the Green Building Project that the documentation sufficiently demonstrates compliance with the requirements in Section 22.24 and that said developer may apply for a building permit from the Superintendent of Buildings, or CDD shall provide a written explanation of deficiencies to be corrected in a revised submission.

- (a) Energy Simulation Tool results demonstrating compliance with the selected Green Building Rating System.
- (b) For a Green Building Project using the Passive House Green Building Rating Program, the following set of documents is required:
 - (1) credentials of the Passive House rater/verifier who will perform testing and verification and letter of intent stating he/she has been hired to complete the on-site verification process;
 - (2) credentials of the Certified Passive House Consultant who has provided design, planning, or consulting services;

(3) construction drawings and specifications, including building envelope assemblies, all mechanical systems, and appliance specifications; and

(4) Energy Simulation Tool results using "WUFI Passive" software, developed by Fraunhofer IBP in partnership with Passive House Institute US, Inc. and Owens Corning, or Passive House Planning Package software developed by the Passive House Institute, or a comparable software tool that is authorized for use by the Passive House Green Building Rating Program.

(c) Credentials of the Green Building Project's designated Green Building Professional and an affidavit signed by that professional stating that he/she has reviewed all relevant documents and that to the best of his/her knowledge, the documents provided indicate that the Green Building Project is being designed to achieve the requirements of Section 22.24.

(d) A plan shall be submitted to Community Development and Inspectional Services Departments that uses alternative and renewable energy sources and an analysis of the feasibility and cost of installing such a system compared with a fossil fueled energy system for city and public review.

~~(d)~~ (e) Credentials of the Green Building Project's Green Commissioning Authority or a copy of an executed contract with the developer of the Green Building Project if the Green Commissioning Authority is an independent consultant or subcontractor.