<Jurisdiction Letterhead>

<Month, DD, YYYY>

Attn: Mr. Drew Bohan

California Energy Commission

1516 Ninth Street, MS-37

Sacramento, CA 95814-5512

Re: Filing of Local Amendment to the California Building Standards Code

<Jurisdiction Name> Ordinance No. <Ordinance Number>

Dear Mr. Bohan,

Please be advised that the <Jurisdiction Name Council OR County Name Board of Supervisors> has adopted amendments to the 2022 Edition of the California Building Energy Efficiency Standards Code via Ordinance No. <Ordinance Number>, enclosed.

In accordance with Public Resources Code Section 25402.1 (h)2 and Section 10-106 of the Building Energy Efficiency Standards, this package of materials includes the <Jurisdiction Name> proposed local ordinance requiring:

1. The standards are cost effective and;
2. The standards have more stringent energy requirements than those set by California’s 2022 Building Energy Efficiency Standards Title 24, Part 6.

The ordinance and cost-effectiveness studies were presented to the <Jurisdiction Name Council OR County Name Board of Supervisors> on < Month DD, YYYY>. The ordinance and cost-effectiveness studies were adopted by the <Jurisdiction Name Council OR County Name Board of Supervisors> on < Month DD, YYYY>. The ordinance will become effective following approval by the California Energy Commission. **This application to the California Energy Commission is based on the collective reach code adoption preparation performed by Central Coast Community Energy.**

Please find the following materials enclosed:

* Att. 1: This cover letter
* Att. 2: Staff report to the <Jurisdiction Name Council OR County Name Board of Supervisors>, outlining the goals of the updated building standards
* Att. 3: Signed Ordinance No. <Ordinance Number>, which adopts updates to the <City/Town/etc.>’s Building Ordinance, including requirements for energy reach standards beyond Title 24, Part 6 baseline for residential and nonresidential new construction, additions, and alterations. This provides clear requirements that buildings be designed to consume no more energy than permitted by Part 6.
* Att. 4: Cost effectiveness studies were provided to demonstrate the expected energy savings and the cost effectiveness of the ordinance in the <Jurisdiction Name> (<Climate Zone 3, Climate Zone 4, Climate Zone 5, Climate Zone 6>). This provides clear requirements that the standards are cost effective.
* Att. 5: Evidence of CEQA compliance through the attached Notice of Exemption.
* Att. 6: A letter from the Chief Building Official to the Executive Director of the CEC about the changes to building standards.

The <City/Town/etc.> will continue to enforce Title 24, Part 6, as well as the proposed ordinance. The proposed ordinance will require buildings to consume no more energy than is permitted by Title 24, Part 6. The proposed standards are more protective of the environment than the State standards, and there are no reasonably foreseeable adverse impacts, and so there is no possibility that the activity in question may have a significant effect on the environment. As the lead agency, the <City/Town/etc.> has also determined that this activity is exempt from CEQA under section 15061(b)(3).

If you have any questions, please contact <Contact Name>, <Contact Title>, at <Contact Phone Number>.

Sincerely,

<First Name, Last Name>

<Title>