

DRAFT

Building Definitions and Scenarios Under the Benchmarking Law

Montgomery County, Maryland

Department of Environmental Protection

DEP Energy

energy@montgomerycountymd.gov



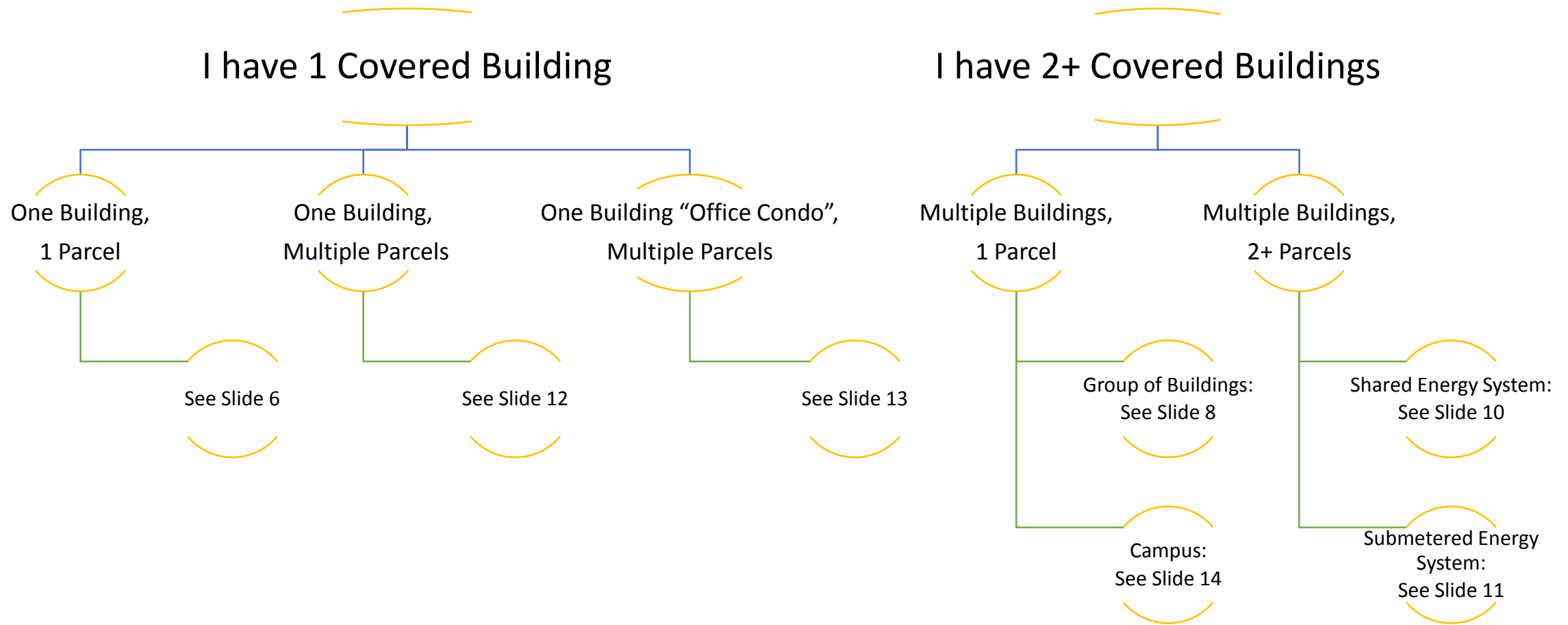
Covered Buildings Under the Benchmarking Law

- Under Montgomery County’s [Benchmarking Law](#), a “Covered building” is a “nonresidential building, or any group of nonresidential buildings on the same parcel, located within Montgomery County that have a certain level of occupancy and function.”
 - Group 1 Buildings: benchmark CY 2015 data by 6/1/2016 and annually after
 - Group 2 Buildings: benchmark CY 2016 data by 6/1/2017 and annually after
- If your building falls into one of the following Covered building categories, you must benchmark your building(s):
 - A single building...that has a gross square footage of 50,000 or greater.
 - Multiple buildings (e.g., a complex) that share a single Parcel Identification Number (e.g., Tax ID or property parcel)...that have a combined gross square footage of 50,000 or greater.
- The terms “**buildings and complexes**” are used to denote both individual buildings and groups of buildings on a parcel that are covered by the Law.

Covered Buildings Under the Benchmarking Law

- The most common building scenarios will be outlined in this Guidance Document with diagrams to show **1)** different building scenarios and which buildings need to be benchmarked and **2)** how the building(s) should be benchmarked (*based on energy system configuration and [EPA Portfolio Manager's guidelines](#)*).
- Buildings should be benchmarked at the most granular level possible based on existing metering arrangements and infrastructure. Buildings should be benchmarked separately if meters or sub-meters allow for it.
 - This may result in the benchmarking of buildings that alone do not meet the covered building threshold, but with other buildings on the parcel do.
- The Benchmarking Law is parcel-based, so you'll need your [Montgomery County Building ID \(MBID\)](#) on your property tax bill when disclosing data to the County.
- Uncommon and unique special cases not covered by this Guidance Document should contact DEP (energy@montgomerycountymd.gov).

Which Building Scenario is Right for Me?



Summary of Building Scenarios

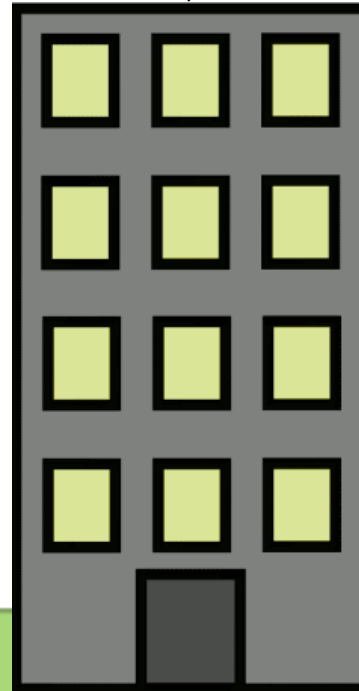
| Building Issue | Scenario | Diagram |
|-------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| Building or Group of Buildings + Single Parcel | Buildings on the same parcel (same MBIDs) that have a cumulative square footage that meet covered building eligibility must all be benchmarked. This is the most basic and common scenario under the Benchmarking Law. | See Pages 6 and 8 |
| Multiple Buildings + Multiple Parcels + Shared Meters | Buildings that share a meter but are on different properties shall be benchmarked either: a) Separately and under their own MBIDs if and only if the buildings are sub-metered. b) At their most granular level possible grouped by MBIDs. | See Pages 10 and 11 |
| Single Building + Multiple Parcels | The building must be benchmarked. In Portfolio Manager, listing separate MBIDs with commas into Portfolio Manager Standard ID field. | See Pages 9, 12, and 13 |
| Single Building + Multiple Parcels + Multiple Owners | Office condominiums, shopping malls, or other buildings that rest on multiple parcels should be benchmarked and treated as a single building. Condo and mall owners or retail associations are responsible for benchmarking the building. In Portfolio Manager, listing separate MBIDs with commas in Portfolio Manager. | See Page 12 |
| Multiple Buildings + Single Parcel | If a collection of buildings on a parcel <i>collectively</i> meets the square footage threshold, even if some individual buildings do not meet the threshold, all the buildings on the Parcel must be benchmarked | See Page 14 |
| Multiple Buildings + Campus | Actual educational campuses should follow the best practices as outlined in Portfolio Manager – buildings can either be benchmarked separately under an umbrella campus with individual sub-buildings, or as a complete campus as one property. Campuses should be benchmarked in the most granular way possible. | See Page 14 |

Single Building + Single Parcel

Scenario:

- ✓ Single building
- ✓ Meets use type under law
- ✓ One or multiple tenants
- ✓ Greater than 50,000 sq. ft.
- ✓ Building sits on one parcel

70,000
square feet



Do I need to benchmark?

✓ YES!

Next Steps:

- Enter energy data from all tenants in Portfolio Manager
- Enter MBID associated with parcel
- Verify your Portfolio Manager data
- Submit data to DEP

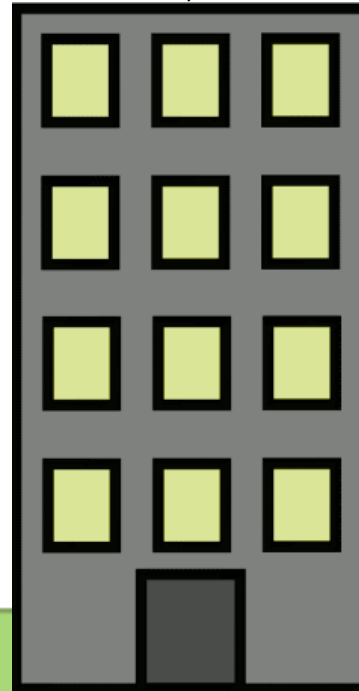
Land Parcel

Single Building + Single Parcel

Scenario:

- ✓ Single building
- ✓ Meets use type under law
- ✓ One or multiple tenants
- ✓ Less than 50,000 sq. ft.
- ✓ Building sits on one parcel

30,000
square feet



Do I need to benchmark?

No.

If interested in managing energy use, earning ENERGY STAR building label, or gaining recognition from the County:

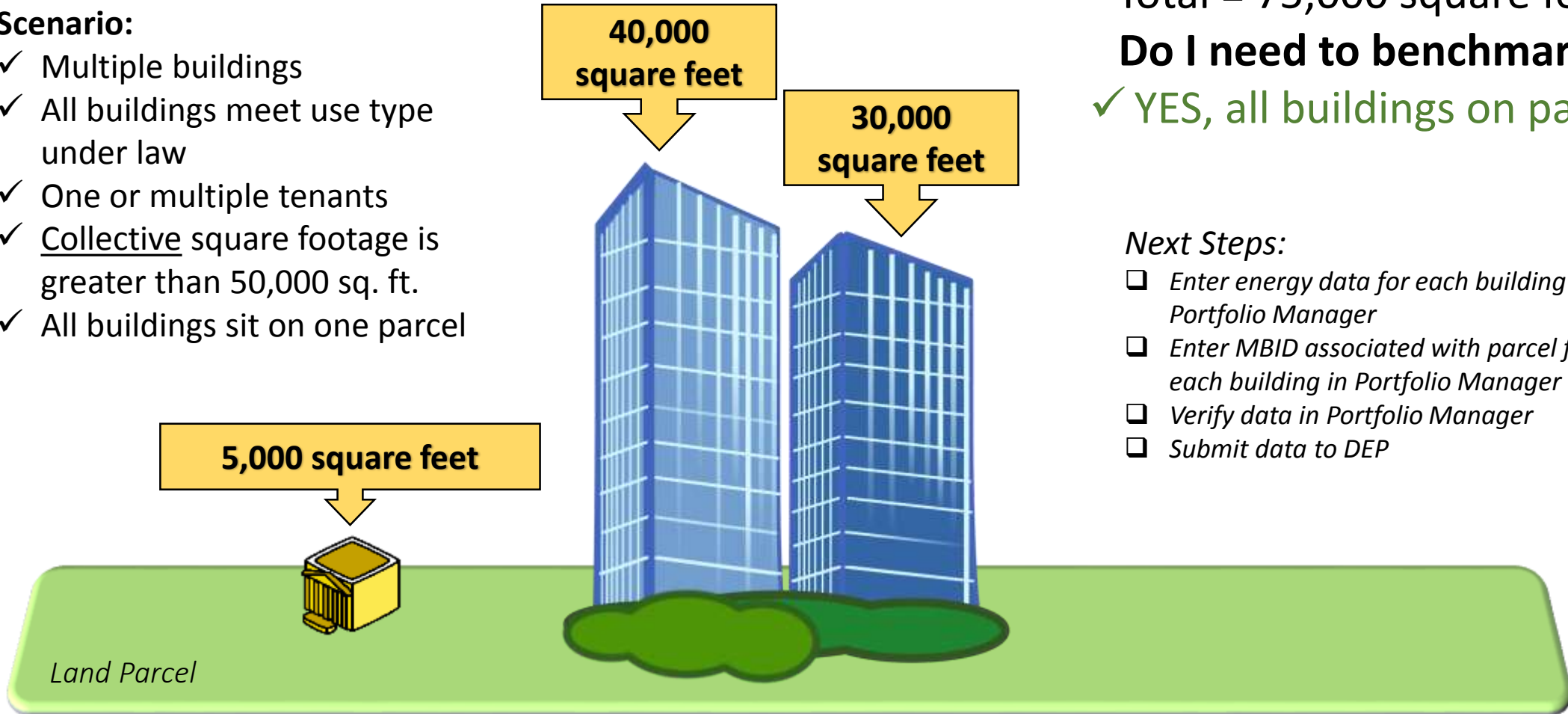
- Enter energy data in Portfolio Manager
- Enter MBID associated with parcel into Portfolio Manager
- Submit data to DEP voluntarily

Land Parcel

Group of Buildings + Single Parcel

Scenario:

- ✓ Multiple buildings
- ✓ All buildings meet use type under law
- ✓ One or multiple tenants
- ✓ Collective square footage is greater than 50,000 sq. ft.
- ✓ All buildings sit on one parcel



Total = 75,000 square feet

Do I need to benchmark?

✓ YES, all buildings on parcel

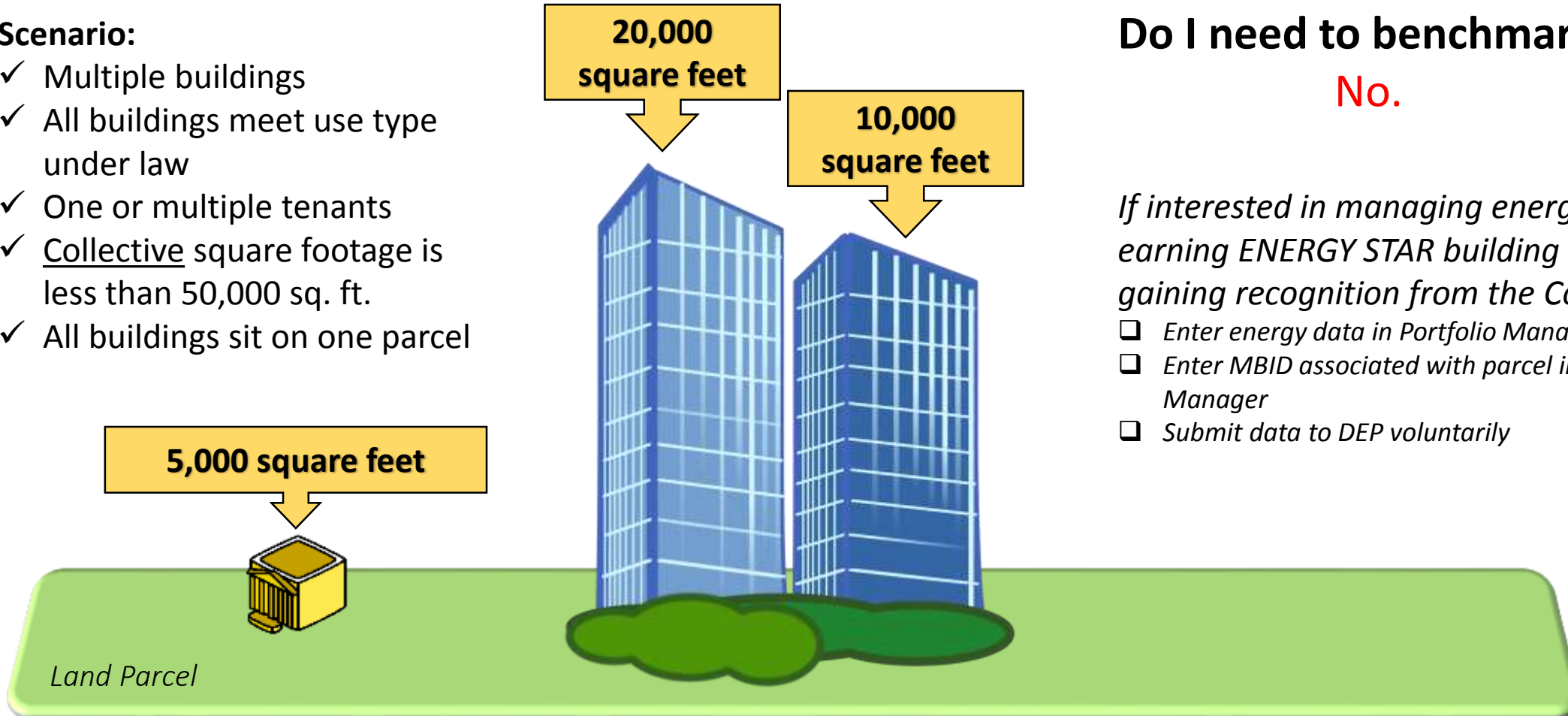
Next Steps:

- Enter energy data for each building in Portfolio Manager
- Enter MBID associated with parcel for each building in Portfolio Manager
- Verify data in Portfolio Manager
- Submit data to DEP

Group of Buildings + Single Parcel

Scenario:

- ✓ Multiple buildings
- ✓ All buildings meet use type under law
- ✓ One or multiple tenants
- ✓ Collective square footage is less than 50,000 sq. ft.
- ✓ All buildings sit on one parcel



Total = 35,000 square feet

Do I need to benchmark?

No.

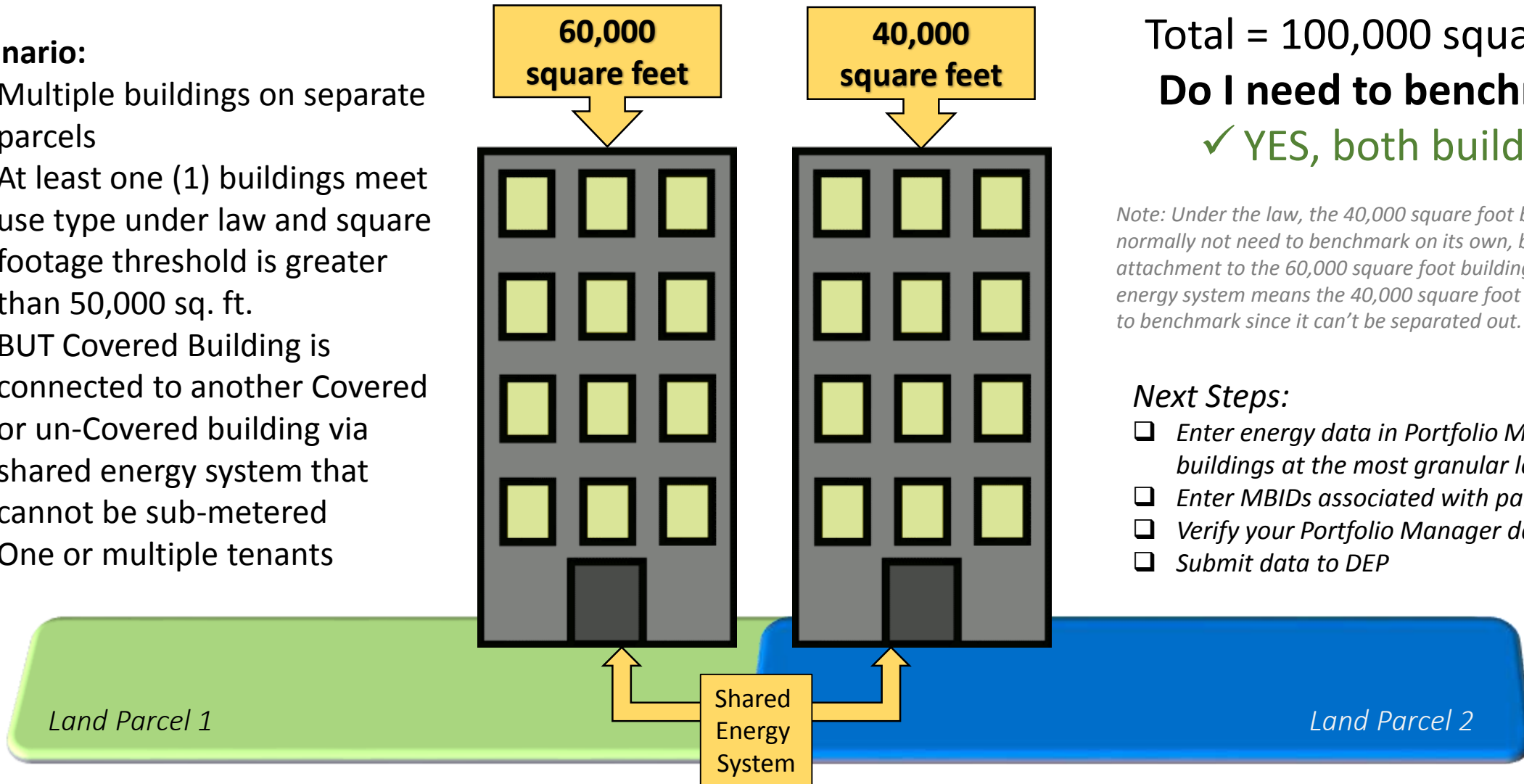
If interested in managing energy use, earning ENERGY STAR building label, or gaining recognition from the County:

- Enter energy data in Portfolio Manager
- Enter MBID associated with parcel into Portfolio Manager
- Submit data to DEP voluntarily

Group of Buildings + Multiple Parcels

Scenario:

- ✓ Multiple buildings on separate parcels
- ✓ At least one (1) buildings meet use type under law and square footage threshold is greater than 50,000 sq. ft.
- ✓ BUT Covered Building is connected to another Covered or un-Covered building via shared energy system that cannot be sub-metered
- ✓ One or multiple tenants



Total = 100,000 square feet

Do I need to benchmark?

✓ **YES, both buildings**

Note: Under the law, the 40,000 square foot building would normally not need to benchmark on its own, but the building's attachment to the 60,000 square foot building via a shared energy system means the 40,000 square foot building will need to benchmark since it can't be separated out.

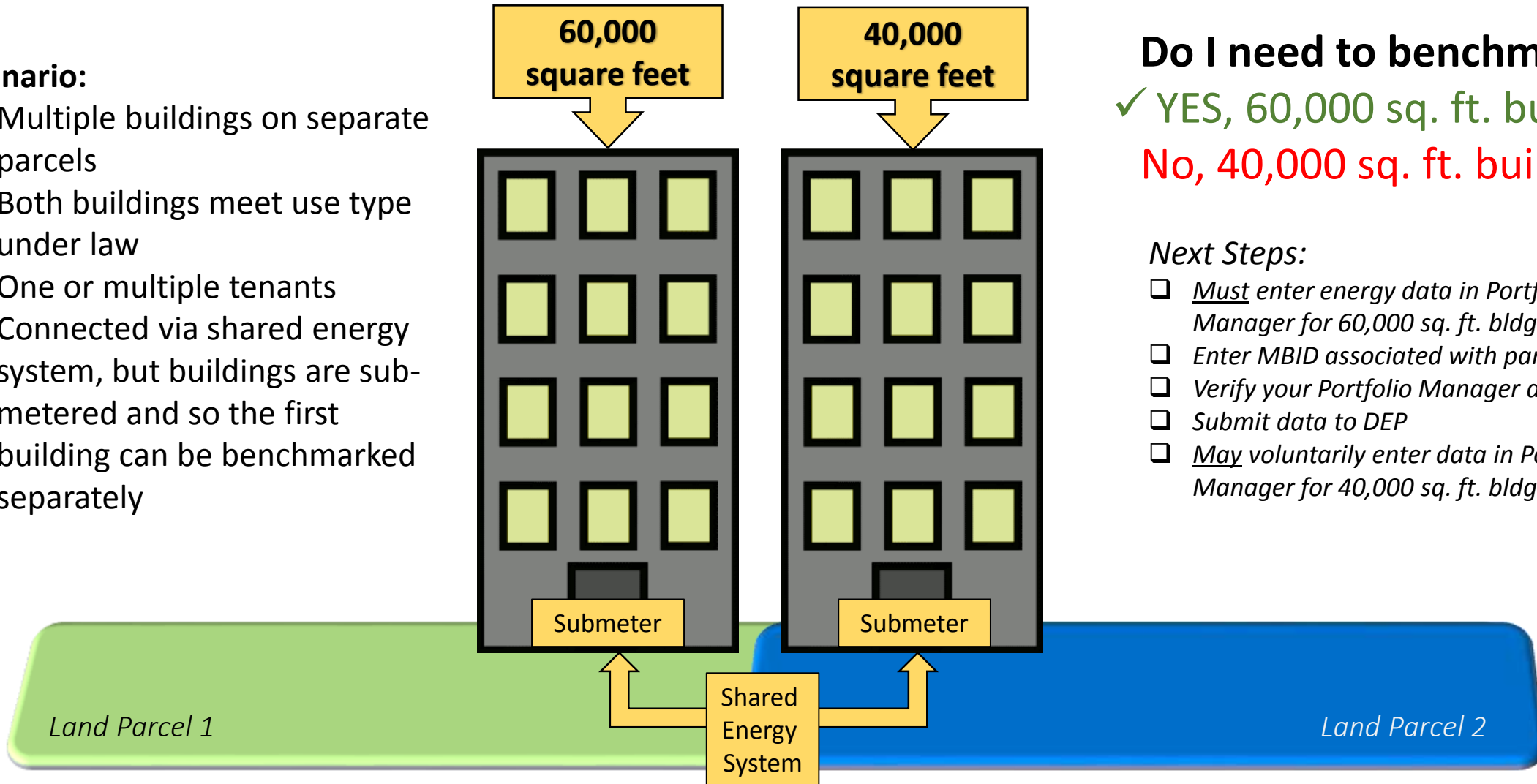
Next Steps:

- Enter energy data in Portfolio Manager for buildings at the most granular level possible
- Enter MBIDs associated with parcels
- Verify your Portfolio Manager data
- Submit data to DEP

Group of Buildings + Multiple Parcels

Scenario:

- ✓ Multiple buildings on separate parcels
- ✓ Both buildings meet use type under law
- ✓ One or multiple tenants
- ✓ Connected via shared energy system, but buildings are sub-metered and so the first building can be benchmarked separately



Do I need to benchmark?

- ✓ YES, 60,000 sq. ft. building
- No, 40,000 sq. ft. building

Next Steps:

- Must enter energy data in Portfolio Manager for 60,000 sq. ft. bldg
- Enter MBID associated with parcel 1
- Verify your Portfolio Manager data
- Submit data to DEP
- May voluntarily enter data in Portfolio Manager for 40,000 sq. ft. bldg

Single Building + Multiple Parcels

Scenario:

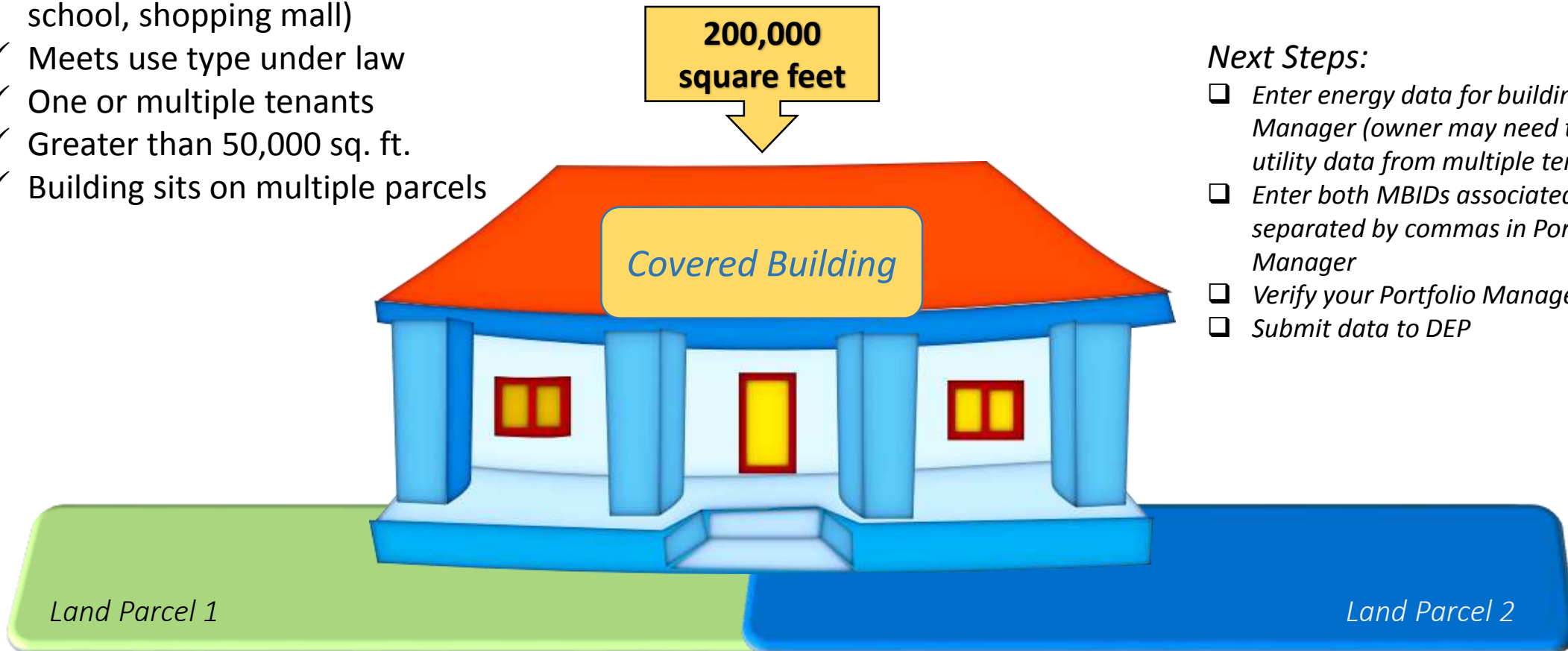
- ✓ Single, large building (i.e., school, shopping mall)
- ✓ Meets use type under law
- ✓ One or multiple tenants
- ✓ Greater than 50,000 sq. ft.
- ✓ Building sits on multiple parcels

Do I need to benchmark?

✓ YES!

Next Steps:

- Enter energy data for building in Portfolio Manager (owner may need to collect utility data from multiple tenants)
- Enter both MBIDs associated with parcels separated by commas in Portfolio Manager
- Verify your Portfolio Manager data
- Submit data to DEP



“Single Building” Office Condo + Multiple Parcels

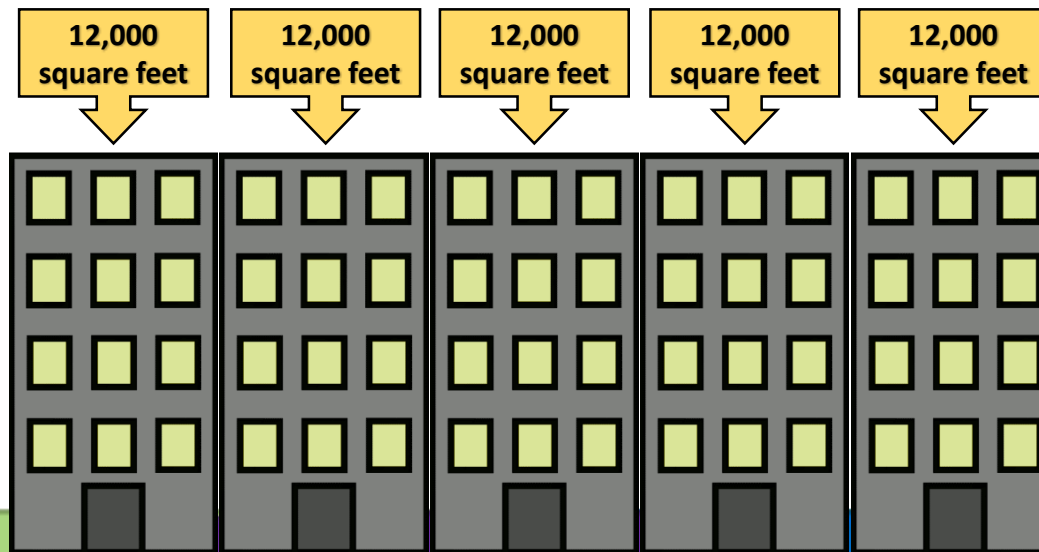
Scenario:

- ✓ Office condo building
- ✓ Building meet use type under law
- ✓ Multiple tenants in separate office spaces, one building owner
- ✓ Individual energy meters
- ✓ Collective square footage greater than 50,000 sq. ft.
- ✓ Building sits on multiple parcels

Total = 60,000 square feet

Do I need to benchmark?

✓ YES!



Next Steps:

- Enter energy data for one building in Portfolio Manager (owner may need to collect utility data from multiple tenants)
- Enter all MBIDs associated with parcels separated by commas in Portfolio Manager
- Verify your Portfolio Manager data
- Submit data to DEP

Multiple Buildings + Campus

Scenario:

- ✓ Multiple building complex
- ✓ Some buildings meet use type under law
- ✓ One owner
- ✓ Collective square footage greater than 50,000 sq. ft.
- ✓ Building sits on one parcel
- ✓ May have shared energy system

Total = 180,000 square feet

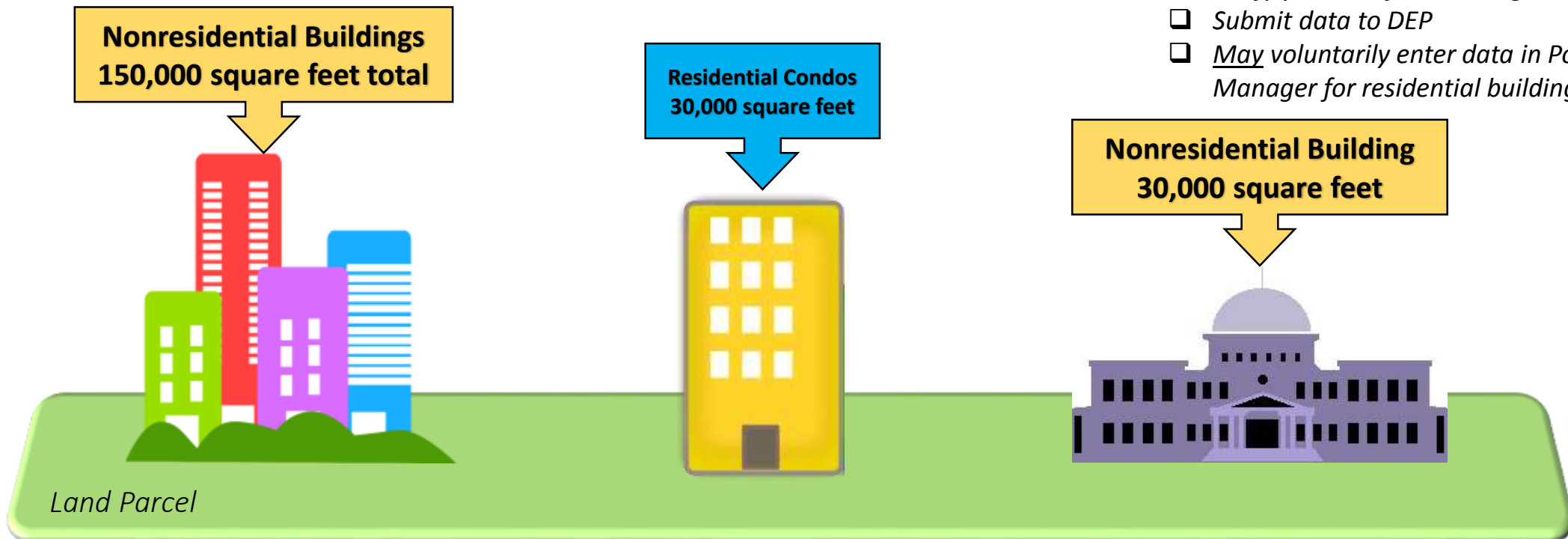
Do I need to benchmark?

✓ **Nonresidential - YES!**

Residential - Optional

Next Steps:

- Enter energy data in Portfolio Manager at the most granular level possible
 - Enter buildings individually and associate them with a campus OR aggregate buildings in one Portfolio Manager property
- Enter MBID associated with parcel
- Verify your Portfolio Manager data
- Submit data to DEP
- May voluntarily enter data in Portfolio Manager for residential building



Still Have Questions?

- Take a look at the [Benchmarking FAQs Document](#).
- If your building scenario was not covered by this Guidance Document, contact DEP (energy@montgomerycountymd.gov) with any questions.
- Other Helpful Benchmarking Information:
 - [DEP's Benchmarking Website](#)
 - [Montgomery County Benchmarking Law](#)
 - [EPA's ENERGY STAR® Portfolio Manager](#)
 - [IMT's BuildingRating.org](#) (database of U.S. building energy disclosure laws)