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.”

• If your building falls into one of the following Covered building categories, you must benchmark your building(s) and submit data to DEP by June 1st each year:
  
  • 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?

I have 1 Covered Building

- One Building, 1 Parcel: See Slide 6
- One Building, Multiple Parcels: See Slide 12
- One Building “Office Condo”, Multiple Parcels: See Slide 13

I have 2+ Covered Buildings

- Multiple Buildings, 1 Parcel: See Slide 8
- Multiple Buildings, 2+ Parcels: See Slide 10

Group of Buildings: See Slide 8

Campus: See Slide 14

Shared Energy System: See Slide 10

Submetered Energy System: See Slide 11
# Summary of Building Scenarios

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<td>Building or Group of Buildings + Single Parcel</td>
<td>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.</td>
<td>See Pages 6 and 8</td>
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| 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 collectively 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              |

Last Updated: Jan 2020

Submit comments to energy@montgomerycountymd.gov.
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

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

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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

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

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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

Land Parcel

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Group of Buildings + Single 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

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

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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 both parcels separated by commas in the Standard ID field
❖ Verify your Portfolio Manager data
❖ Submit data to DEP

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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

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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

Covered Building

200,000 square feet

Land Parcel 1

Land Parcel 2

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“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

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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 parcel
❑ Submit data to DEP
❑ May voluntarily enter data in Portfolio Manager for residential building

Nonresidential Buildings
150,000 square feet total

Residential Condos
30,000 square feet

Nonresidential Building
30,000 square feet

Land Parcel

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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)