



Florida Green High-Rise Residential Building Standard *Standards & Policies*

Version 4

Effective January 1, 2022

Revised 9/21/21

Table of Contents

FLORIDA GREEN HIGH-RISE RESIDENTIAL STANDARD

| | |
|--|------|
| 1. General Provisions | S-2 |
| 2. Official Documents | S-2 |
| 3. Operating Principles..... | S-3 |
| 4. Definitions and Acronyms | S-4 |
| 5. Certification Process | S-5 |
| 6. Accreditation of Designated Professionals | S-6 |
| 7. Selection of FGBC Project Evaluators | S-6 |
| 8. Basis for Qualification | S-7 |
| 9. Revision Procedures for the Florida Green High-Rise Residential Building Standard | S-7 |
| 10. Suspension or Revocation of FGBC Green Designation | S-9 |
| 11. Appeals Procedures for Suspension or Revocation | S-11 |



Florida Green High-Rise Residential Building Standard *Standards & Policies*

Version 4

Effective January 1, 2022

1. GENERAL PROVISIONS

- 1.1 **Purpose.** The provisions of this document are intended to establish a voluntary, statewide standard for certified Green High-Rise Residential Building Designation. This enhances the goal of achieving uniform and meaningful green high-rise residential building designations for Florida.
- 1.2 **Scope.** These Standards apply to high-rise residential buildings, four stories or more, located in Florida. The high-rise residential building could be comprised of any residential-Group R occupancy listed in the current Florida Building Code. The residential portion of the building must be greater than 60% of the conditioned square footage (residential portion includes amenities and support spaces for the residents).
- 1.3 Projects with multiple buildings may be submitted as a single project (one registration fee with multiple building fees) if the buildings are connected by a common foundation or roof. Each building must be submitted independently. Multi-building projects not connected with a common foundation or roof must be submitted as individual projects under the appropriate building-type standard (High-Rise Residential, Commercial, or Homes-Multi-Family).
- 1.4 Podium Projects: Projects that have a continuous physical connection with multiple structures may be submitted as a single building if the structure is permitted as a single building and if all vertical elements are constructed and completed at the same time.

2. OFFICIAL DOCUMENTS

The official documents of the Florida Green High-Rise Residential Building Standard shall be made available to the public as downloadable electronic files from the Florida Green Building Coalition website, and include:

- The "Checklist" that shall assign credit points for green criteria of this Standard and shall be the official application for certification.
- The "Reference Guide" that shall provide information on green building practices, details on how to earn credit points for complying with the Standard and required documentation submittals for credit points.
- The "Standards & Policies" document that shall describe the policies and certification procedures of the Florida Green High-Rise Residential Building Standard.
- The "Modification Request Form" that shall allow for submission of proposed changes to the Standard.

2.1 Checklist

- 2.1.1 The Checklist shall include a list of credit features and the maximum points that may be possible for a high-rise residential building to achieve for that feature.



Florida Green High-Rise Residential Building Standard

Standards & Policies

- 2.1.2 The Checklist shall include a location for the applicant to total the estimated achieved points.
- 2.1.3 The Checklist shall include a certification Application Form. At a minimum the application must include:
 - 2.1.3)1 The name of the high-rise residential building
 - 2.1.3)2 The full address of the high-rise residential building
 - 2.1.3)3 The building owner(s) name, address and contact information
 - 2.1.3)4 The name, address, contact information, and signature of the Designated Professional
 - 2.1.3)5 The pertinent high-rise residential building design team members (engineers, architects, planners, etc.) name, company, address and contact information.
 - 2.1.3)6 The legal description of the high-rise residential building property
 - 2.1.3)7 The Checklist must state the application fee and indicate accepted methods for payment.
- 2.2 Reference Guide
 - 2.2.1 The Reference Guide shall serve the purpose of providing details as to how to earn points
 - 2.2.2 The Reference Guide shall at a minimum include each possible credit item, its point value, and a description of how to earn the points.
 - 2.2.3 Every attempt shall be made to describe requirements indicating how the points will be earned such that the criteria can be objectively evaluated.
 - 2.2.4 The Reference Guide will indicate the required submittal documentation, if any, to earn points for each criteria.
 - 2.2.5 The Reference Guide shall make every attempt to include the intent, requirements, and potential technologies and strategies available for each criteria or category of criteria.
- 2.3 Standards & Policies (this document) shall provide the scope, operating principles and certification process of the FGBC Green High-Rise Residential Building Standard.
- 2.4 Modification Form
 - 2.4.1 A form used for revision of this standard shall include the following:
 - 2.4.2 Name, address, contact information and affiliation of proponent
 - 2.4.3 Full description of change requested
 - 2.4.4 Specific language desired
 - 2.4.5 Technical basis or justification for change
 - 2.4.6 Recommended number of credit points for any credit point changes or additions
 - 2.4.7 Justification for recommended number of credit points

3. OPERATING PRINCIPLES

- 3.1 Qualification shall not circumvent any local or other jurisdictional laws, unless so allowed by the jurisdictional body as an incentive for complying with this standard.



Florida Green High-Rise Residential Building Standard

Standards & Policies

- 3.2 Credit points are earned through measures that benefit the environment. The basis for the weighting of points shall be environmental benefit; however, it is understood that in some cases the weighting, by necessity, is subjective due to the various types of environmental benefit incurred (water vs. air pollution, tree protection, etc.).
- 3.3 A Checklist of qualifying environmental benefits and their respective credit points shall be maintained by the Florida Green Building Coalition such that the credit point list is open to new features through a regular technical and public review and acceptance process that is defined by this Standard.
- 3.4 The Checklist shall be organized into categories, such as project management, energy efficiency, water conservation, site preservation, health, materials selection, and disaster mitigation. Each category has a minimum points requirement and a maximum number of allowable points.
 - 3.4.1 Certification shall be earned by achieving at least 100 credit points, by reaching the minimum credit points required in each category, and by complying with all Prerequisites (no credit point value) listed in each category.
 - 3.4.2 If any category minimums cannot be achieved, point deficiencies may be added to the total minimum required score of 100, creating an "adjusted minimum required points" necessary for project certification.
 - 3.4.3 The FGBC Florida Green High-Rise Residential Building Standard uses a tiered rating system. Certification is awarded at different levels according to points achieved over the project's adjusted minimum required points.

| <u>Level</u> | <u>Points Over Project Adjusted Required Minimum</u> |
|--------------|--|
| Bronze | = 0 - 30 |
| Silver | = 31-60 |
| Gold | = 61-90 |
| Platinum | = 91 > |
 - 3.4.4 Certification of a high-rise residential building shall be accomplished through a review by an FGBC Project Evaluator who has been accredited by the Florida Green Building Coalition to evaluate a project with respect to the criteria contained in this Standard.
- 3.5 For each high-rise residential building that qualifies for the FGBC Florida Green High-Rise Residential Building designation, written certification fully disclosing all the features that qualify the high-rise residential building shall be provided to any purchasers or local officials upon request.
- 3.6 Wherever possible, this Standard will promote the market value of environmental improvements through economic analysis (e.g. there is economic benefit to be gained through improvements that reduce energy use beyond minimum code requirements).

4. DEFINITIONS AND ACRONYMS

Credit Points - Qualification points assigned to features that improve the environmental, ecological and sustainability impacts of a building.



Florida Green High-Rise Residential Building Standard

Standards & Policies

Florida Green Building Coalition. (FGBC) - A Florida non-profit corporation with open membership whose primary mission is to lead and promote sustainability with environmental, economic, and social benefits through regional education and certification programs.

Green High-Rise Residential Building - A high-rise residential building that incorporates multiple environmental, ecological and sustainability features that reduce the environmental degradation throughout its life cycle considerably more than a high-rise residential building that just minimally meets state and local regulations.

Designated Professional – An individual who is certified by the Florida Green Building Coalition and authorized by the project owner to coordinate project information with the FGBC Project Evaluator and who shall collect, organize, review, and submit all documents required by the Standard for certification review.

Project Evaluator - An individual assigned by the Florida Green Building Coalition to evaluate a high-rise residential building with respect to the criteria contained in this Standard for the purposes of certifying that the qualifications for an FGBC Florida Green High-Rise Residential Building designation have been achieved.

5. CERTIFICATION PROCESS

- 5.1 A Project Registration Form (available in the Checklist) and the appropriate non-refundable deposit shall be submitted to FGBC by the Designated Professional.
- 5.2 The FGBC Green High-Rise Residential Building Standard under which the project was initially registered is the version under which the project must comply. Permit date does not affect the applicable version, except that a project may elect to use any version of the Standard that was in effect subsequent to the project permit date, i.e., a newer version.
- 5.3 The project fees shall be those stated in the version under which the project is submitted, not the current version fee structure. The project will not be required to pay increased fees associated with a more current version in effect at time the final application is submitted.
- 5.4 The FGBC offers a Split Design and Construction review process. Projects may be submitted prior to construction completion for a split review. The review will consist of prerequisites and credits that may be verified prior to construction completion. Additional project fees shall apply for a split review as noted in the current version of the High-Rise Standard.
- 5.5 The FGBC offers an Expedited Review process. FGBC would guarantee an “initial” review within 10 business days of receipt of a complete application package, and a subsequent review within 5 business days after receipt of a project’s response to an RFI (Request for Additional Information) from the Project Evaluator. The subsequent review



Florida Green High-Rise Residential Building Standard *Standards & Policies*

- times will ultimately be dependent upon how quickly the Designated Professional responds to any RFI from the Project Evaluator.
- 5.6 The Final Application Form for green designation (available in the Checklist), with the required documentation and fee shall be submitted within five (5) years of the project registration with FGBC. Registered projects not submitting the final application within 5 years shall be determined abandoned and not eligible for certification review.
 - 5.7 A Project Evaluator shall be assigned by the Florida Green Building Coalition after receiving the Project Registration Form or Final Application Form and appropriate fee.
 - 5.8 The Project Evaluator role is to assist with interpretation of the standard, answer questions regarding submittal, and verify that all required information and documentation specified in the Checklist and Reference Guide for the credit points requested have been received. The Project Evaluator is the evaluator for FGBC, and a technical resource for the Designated Professional regarding any interpretation of the standards. The Project Evaluator is not a consultant for the design team.
 - 5.9 The Project Evaluator shall verify the correct points earned based on information received and other verification deemed necessary.
 - 5.10 Upon completion of the project review, the Project Evaluator shall forward the verified Checklist with a final score, photographs, any calculations, and documentation to FGBC for archiving.
 - 5.11 The Florida Green Building Coalition shall uphold the integrity of the Standard, including if need be denying certification of applicants for failure to meet the minimum requirements of the Standard. Failure to comply with the Standard shall not be grounds for any refund of the application fee to the applicant.
 - 5.12 FGBC certification of a high-rise residential building shall be provided in writing and accomplished in accordance with the provisions of this Standard.
 - 5.13 Each FGBC Florida Green High-Rise Residential Building designation certificate shall include the following:
 - 5.13.1 The seal of the Florida Green Building Coalition;
 - 5.13.2 The name of the high-rise residential building and the building owner;
 - 5.13.3 The full address where the high-rise residential building is located;
 - 5.13.4 The signature and typed or printed name of the Project Evaluator;
 - 5.13.5 The date the certification was completed; and
 - 5.13.6 The statement: “This certification is provided by the Florida Green Building Coalition Any questions, comments, or complaints regarding the green designation of this high-rise residential building may be directed to the Florida Green Building Coalition”
 - 5.14 Each FGBC Florida Green High-Rise Residential Building certification shall include a disclosure stating that the Project Evaluator had no financial interest in the project or



Florida Green High-Rise Residential Building Standard

Standards & Policies

current contracts/obligations with the owner or any member or organization of the building design team (engineers, architects, etc.).

6. ACCREDITATION OF DESIGNATED PROFESSIONALS

- 6.1 Only those persons accredited by the Florida Green Building Coalition as High-Rise Designated Professionals may submit green high-rise residential building certification applications for review.
- 6.2 In order to improve overall quality of High-Rise Designated Professionals and to ensure their understanding of the FGBC Green High Rise Residential Building Standard requirements, applicants must pass an exam administered by the Florida Green Building Coalition and receive a grade of 80 or above to earn accreditation prior to submitting a project initial registration.
- 6.3 The Florida Green Building Coalition shall provide a Designated Professional Application on the FGBC website.

7. SELECTION OF FGBC PROJECT EVALUATOR

- 7.1 Any organization or individual that would like to serve as a Project Evaluator may request to do so by submitting the required information to FGBC.
- 7.2 At a minimum, the following information shall be required and kept on file for each applicant for acceptance as an FGBC Project Evaluator:
 - 7.2.1 Full name of applicant
 - 7.2.2 Permanent mailing address, phone number and, if applicable, e-mail of applicant
 - 7.2.3 Occupation (primary source of income) of applicant
 - 7.2.4 Employer and length of employment of applicant
 - 7.2.5 Statement of applicant's qualifications for reviewing the breadth of criteria given in the Checklist and Reference Guide.
 - 7.2.6 Agreement to report each FGBC certified high-rise residential building to the Florida Green Building Coalition and to uphold the provisions of this Standard, including the no-financial interest agreement (section 5.9 above).
- 7.3 Must be an active member of FGBC for a minimum of 1 year.
- 7.4 Evaluators must have a minimum of 10 years in the construction industry.
 - 7.4.1 Verification of experience will require written references to such activity in at least one of the below listed professions:
 - 7.4.1)1 Residential trade contractor or builder experience either on the jobsite or in management;
 - 7.4.1)2 Superintendent or other jobsite supervisor;
 - 7.4.1)3 Licensed or qualified home inspector or certified energy rater;
 - 7.4.1)4 Residential design or architectural work;
 - 7.4.1)5 Residential land development management;
 - 7.4.1)6 Green building verification for other approved green certification program;
 - 7.4.1)7 Construction consulting or training.



Florida Green High-Rise Residential Building Standard

Standards & Policies

- 7.5 Must have completed a minimum of 14 hours of green building education within the immediate two (2) years prior to the application for Evaluator.
 - 7.5.1 Courses must specifically emphasize green residential construction techniques and concepts for hot humid climates;
 - 7.5.2 Course description/syllabus must be submitted with Certifying Agent Application;
 - 7.5.3 Instructors may receive education credits one time for teaching an approved course.
- 7.6 Any Project Evaluator must be an FGBC member in good standing (membership fees up to date) and must actively participate in 75 percent of the meetings of the FGBC Committee for the project type they wish to evaluate
- 7.7 Evaluators must have successfully completed a minimum of 2 projects certified under the Standard for which they are applying to become and evaluator.
- 7.8 Evaluators must attend annual evaluator training or training as determined by the FGBC.
- 7.9 The Florida Green Building Coalition shall assign a Project Evaluator from the list of approved Project Evaluators.
- 7.10 The Florida Green Building Coalition reserves the right to have its own staff, staff working for FGBC under contract, or qualified volunteers assigned as Project Evaluators, and it has the right to select the evaluator of its choice for any given project.
- 7.11 The cost for evaluation services rendered shall be negotiated between the Florida Green Building Coalition and the Project Evaluator or their organization.

8. BASIS FOR QUALIFICATION

- 8.1 Each high-rise residential building shall qualify based upon the requirements described in the Checklist and the Reference Guide, and each item receiving credit shall be verified by the Project Evaluator.
- 8.2 Appropriate Standard.

The Standard version in effect at the time of project registration determines the applicable version of the Standard that shall be used. However, if a project is not previously registered with FGBC, then the applicable version of the Standard to be used shall be the version in effect on the building permit date.

Any project may elect to use a more recent version of the Standard, which is in effect at the time of application.



Florida Green High-Rise Residential Building Standard

Standards & Policies

9. REVISION PROCEDURES FOR THE FGBC FLORIDA GREEN HIGH-RISE RESIDENTIAL BUILDING STANDARD

9.1 Periodic Review

At least triennially, the provisions set forth in these FGBC Green High-Rise Residential Building Standard shall be reviewed by the Standards Committee of the Florida Green Building Coalition in collaboration with other stakeholders. At a minimum, this review shall include consideration and evaluation of changes in the law, building codes, technological innovations, and comments and requests received from interested parties.

9.2 Annual Revision Cycle

9.2.1 The annual revision cycle is:

- February 28 - Last date to accept public modification requests for review
- April 30 - Last date for review and approval by the FGBC Green High-Rise Residential Building Committee of all modification requests
- August 1 - Last date for posting revised proposed standards on the FGBC website.
- September 1 - Effective date of revised standard

9.2.2 All modification requests shall be disposed of on an annual cycle such that modification requests received on or before the last working day of February are included in the revision cycle that concludes no later than the last working day of April.

9.2.3 The Board of Directors of the Florida Green Building Coalition may revise the FGBC Florida Green High-Rise Residential Standard at any time according to Section 8.3.

9.3 Revision Procedures

9.3.1 Interested parties may submit a modification request to the Florida Green Building Coalition on the official "Modification Request Form" available from the FGBC website.

9.3.2 Modification requests shall be reviewed by the FGBC Green High-Rise Residential Committee for consensus recommendation.

9.3.3 The proposed revised standard documents shall be posted on the FGBC website for a 30-day public comment period with notification to the general membership.

9.3.4 Following the public comment period, each public comment received shall be reviewed by the Florida Green Building Coalition Green High-Rise Residential Committee for consensus recommendation.

9.3.5 The FGBC Green High-Rise Residential Committee shall be responsible for conducting the periodic evaluation through a consensus process, whereby both consenting, and the non-consenting opinions are documented and incorporated as comments into each report or proposal to change.

9.3.6 Public comment proposals for change receiving two-thirds majority support from the FGBC Green High-Rise Residential Committee shall be incorporated into a set of revised FGBC Florida Green High-Rise Residential Building Standard documents.



Florida Green High-Rise Residential Building Standard

Standards & Policies

- 9.3.7 The proposed final version of the revised Standard documents shall be submitted to the FGBC Board of Directors for review.
- 9.3.8 The Board of Directors of the Florida Green Building Coalition shall adopt, adopt with modification, or reject the proposed revised Standard.
- 9.4 Procedure for Submission of Modification Requests
- 9.4.1 Proposals to change the Florida Green High-Rise Residential Building Standard may be submitted to the Florida Green Building Coalition in writing, at any time, using the official "Modification Request Form" posted on the FGBC website.
- 9.4.2 All proposals to change the Florida Green High-Rise Residential Building Standard that meet the criteria set forth in this section of these Standards shall be accepted for consideration and evaluation.
- 9.4.3 At a minimum the modification request shall include the following
- 9.4.3.1 Identification of submitter, including:
- Name, address, contact information and affiliation of submitter
 - Full description of criteria seeking placement or modification
 - Technical basis for placing or modifying criteria within the Standard
 - Recommended number of credit points
 - Justification for recommended number of credit points
 - Signature of submitter
 - Date Modification Request Form is submitted to the Florida Green Building Coalition
- 9.4.3.2 Specific revisions in a format that clearly identifies the manner in which the Florida Green High-Rise Residential Building Standard are to be altered (i.e. underline/strikeout format or equivalent). Any proposal to change the Florida Green High-Rise Residential Building Standard that does not include proposed alteration(s) shall be rejected and returned to the submitter.
- 9.4.3.3 Substantive reason(s) or justification for each proposed change. The lack of substantive justification for a proposed change may result in the rejection of the proposal and return to the submitter.
- 9.4.3.4 Supporting documentation that may be needed for the reasoned evaluation of the proposal.

10. SUSPENSION OR REVOCATION OF FGBC GREEN DESIGNATION

The Florida Green Building Coalition may suspend or revoke the FGBC Florida Green High-Rise Residential Building designation from a high-rise residential building, requesting all reference to such certification be discontinued and removed from all marketing and educational materials.

10.1 For Failure to Correct Deficiencies.

If the Florida Green Building Coalition determines at any time that a certified FGBC Florida Green High-Rise Residential Building has failed to adhere to the procedures and activities listed in the Standard for those items whereby the project earned credit points,



Florida Green High-Rise Residential Building Standard

Standards & Policies

- the Florida Green Building Coalition will notify the building owner of the specified deficiencies and shall require that specific corrective action, set forth in the notification, be taken not later than 30 calendar days after the date set forth in such notification.
- 10.1.1 In the event that the deficiencies have not been remedied, the Florida Green Building Coalition shall have the authority to immediately begin the process of revoking the certification by issuance of a Notice of Suspension Proceedings. The notice may be appealed in accordance with procedures set forth herein.
- 10.1.2 In the event that the specified deficiencies are not corrected within the application period set forth in the Notice of Suspension, a Notice of Revocation Proceeding shall be issued by the Florida Green Building Coalition. Such Revocation Proceeding shall follow the due process procedures contained herein. The Notice of Revocation may be appealed in accordance with the procedures set forth herein.
- 10.2 For Cause.
- Any high-rise residential building certified by the Florida Green Building Coalition may have its certification revoked in any of the following circumstances:
- 10.2.1 Upon determination by the Florida Green Building Coalition that the building owner of a certified FGBC Florida Green High-Rise Building has acted in such a manner as to impair the objectivity or integrity of the certification program or harm the reputation of the Florida Green Building Coalition, including, but not limited to submission of false information to the Florida Green Building Coalition or failure to submit to the Florida Green Building Coalition any material information required to be submitted in connection with obtaining or maintaining certification; knowingly or negligently issuing accreditations that fail to meet all of the certification criteria; or misrepresentation by the building owner in advertising or promotional materials of its accreditation status in general or with respect to any service provided by the building owner.
- 10.3 Suspension/Revocation Due Process
- The Florida Green Building Coalition shall comply with the following due process procedures in considering any suspension or revocation actions against a building owner.
- 10.3.1 Notice
- 10.3.1.1 The Florida Green Building Coalition may, at its discretion, initiate a proposed suspension or revocation action pertaining to the building's green certification against a building owner by providing the building owner written notice of the proposed action sent by certified mail, return receipt requested, to the last known address of the building owner. Such notice shall inform the building owner of the entire basis and justification for the proposed action.
- 10.3.2 Contest of Proposed Suspension/Revocation
- 10.3.2.1 A respondent may contest a proposed suspension/revocation by filing a response with the Florida Green Building Coalition within 30 days of receipt of the notice. The response shall contain all pertinent and substantive information and argument that is in contradiction to the proposed suspension/revocation, including identification of all disputed materials and facts. If the respondent fails to file said response within the



Florida Green High-Rise Residential Building Standard

Standards & Policies

allotted time, the Florida Green Building Coalition may, at its discretion, suspend/revoke the certification of the high-rise residential building effective immediately upon written notification to the respondent.

10.3.3 Hearing

10.3.3.1 If the respondent files a timely response contesting the proposed suspension/revocation and requests a hearing, the Florida Green Building Coalition will appoint an independent, unbiased, and qualified hearing officer and issue a decision on the proposed suspension/revocation. The hearing officer will review the notice of suspension/revocation and the respondent's contest. If the hearing officer finds that the respondent's contest has raised substantiated and valid factual argument to the contrary of the proposed suspension/revocation, the respondent shall be afforded an opportunity to participate in an open and public hearing, and to submit additional documentary evidence, and rebuttal argument to any material contained in the original notice of suspension/revocation or developed during the hearing officer's investigation. The notice shall be provided to the respondent by written notice by certified mail, return receipt requested, to the last known address of the respondent at a minimum of 120 days before the scheduled hearing.

10.3.4 Hearing Officer's Decision

10.3.4.1 The hearing officer shall issue a written decision on the proposed suspension/revocation that is based on all the information contained in the hearing record including statements of the factual and legal basis of the decision. If the hearing officer decides to impose suspension or revocation, the decision must include findings regarding all disputed materials, and justification for all findings. A suspension/revocation decision by the hearing officer shall take effect upon the issuance of the hearing officer's decision and the written notification of such decision to the respondent.

10.3.5 No Ex Parte Communication

10.3.5.1 No ex parte communication between the parties and the hearing officer shall be allowed.

11. APPEALS PROCEDURES FOR SUSPENSION OR REVOCATION

11.1 Notification

The Florida Green Building Coalition shall notify the building owner and the Florida Green Building Coalition Board of any and all disciplinary actions. Additionally, the Florida Green Building Coalition shall clearly notify the building owner of all procedures and rights to remedy.

11.2 Appeal

11.2.1 In the event that a certification application was not approved, or the certification has been suspended, the building owner shall have the right, for a period of 30 calendar days after the date of notice, to appeal to the Florida Green Building Coalition.



Florida Green High-Rise Residential Building Standard *Standards & Policies*

- 11.2.2 In the event that an FGBC Florida Green High-Rise Residential Building certification is suspended following the expiration of the period to appeal a suspension, in the absence of an appeal having been taken, the building owner shall have the right, at its election, for a period of 30 calendar days after the date of issue of a Notice of Suspension, to appeal to the Florida Green Building Coalition.
- 11.2.3 An appeal shall be in writing and sent by certified mail or other method that provides evidence of delivery to the executive director of the Florida Green Building Coalition and shall specify the basis for the appeal.
- 11.2.4 The appellant building owner may, at the time of noticing its appeal, request in writing, a hearing. In such an event, the Florida Green Building Coalition shall, not later than seven (7) calendar days after the receiving the notice of appeal, appoint a hearing officer and notify the appellant building owner of the date of the hearing, which shall be held as expeditiously as possible, but not later than 30 calendar days after the receipt of the notice of appeal.