

Be sure to define the level of property management control. This will be taken into consideration for IREM's evaluation of Step 3: Planning. The property's progress on the plan will also be evaluated at recertification.

Water assessment Part 1: Basic info

This water assessment can be used to meet the IREM CSP v.2025 B.5 Part 2 baseline requirement. This assessment is not required if the property (1) has had a water systems assessment performed in the same calendar year as the year in which the IREM CSP application is submitted or (2) is no more than five years old and certified under an initial construction green building certification, such as LEED BD+C or BREEAM New Construction.

Person conducting assessment: JP Manager
Date: 6/23/2025
Signature: JP Manager

Complete the following information.

Property name: The Shops at Pines
Address: 123 Main Street, Anytown, USA
Property type: ☐ Storage ☐ Senior ☐ MOB ☐ Office ☐ Closed retail ☒ Open air retail ☐ Industrial/ warehouse ☐ MF
Year built: 1983

General water systems information - Describe the water systems at the property

Examples include

- HVAC (cooling tower(s), humidification, boilers/steam, once-through cooling, quenching water);
- Domestic water fixtures (toilets, urinals, lavatories, kitchen faucets, showers);
- Other process water (commercial kitchens, food preparation, laundries);
- Site: (landscaping irrigation, building exterior cleaning, fountain, etc.);
- Water storage/Treatment/Reuse systems (rainwater/stormwater cistern, grey water recycling, ground water/well, water treatment systems, etc.)

Tenants control water fixtures and equipment for their spaces, following sustainable build-out recommendations. Management controls site water use. Landscaping uses drip irrigation. Partial native species - about 60% of plantings.

Who maintains the washrooms/indoor water use at your property?

- ☐ Property management
☒ Tenants
☐ Other (describe)

Who maintains the irrigation equipment at your property?

- ☒ Property management
☐ Tenants
☐ Other (describe)

Domestic water fixtures - Describe domestic hot water system (central boiler vs. per floor hot water heaters, steam, system capacity/size) 2-3 sentences

Tenant spaces have restroom and some kitchen fixtures. Landlord recommends WaterSense or equivalent in build-out guide.

Compare the annual water use intensity (gal/ft²/year) with similar properties in the portfolio. Describe your observations below.

- ☐ Property is on the lower end of the range in water use for this property type
☒ Property is in the middle of the range in water use for this property type.
☐ Property is on the high end of the range in water use for this property type.
☐ Other (describe)

To determine water use intensity, contact whoever manages the ENERGY STAR Portfolio Manager account for the property. National medians for various property types are available through ENERGY STAR.

List completed measures from past 4 years (capital or operational)

Completed measure	Date implemented
Drought-resistant native plantings added to area west of parking lot C	4/30/2025
Tenant build-out guide with water efficiency recommendations released	1/31/2022

Don't forget the basics such as adhering to preventive maintenance schedules, conducting regular water leak inspections, and regularly investigating new opportunities for water efficiency technologies.

Estimated dates will suffice if specific dates are not available.

- ☐ HVAC ☒ Landscape/Irrigation ☐ Water storage/treatment systems ☒ Domestic water fixtures ☐ Other process water (kitchens, laundries)

Water assessment step 2: Systems			
Provide the following flush/flowrates in gallons per flush or			
Fixture			
Toilets			
Urinals			
Washroom sinks		Yes / No	1.28 gpf
Kitchen faucets		Yes / No	0.5 gpf
Showers		Yes / No	1.5 gpm
Others?		Yes / No	2.0 gpm
Describe any plans for future retrofits/upgrades.			
Tenants select and control interior fixtures in their spaces.			

Try to identify all known systems, depending on property type. In this example, fixtures in tenant spaces are the tenant's responsibility and do not need to be inventoried.

Water balance. It is useful to understand what systems are the largest water users. These can be estimates. If you don't have any data, then make your best guess.		
Water system	Estimated annual water usage	Estimated % of annual water consumption
Domestic water fixtures	600 kgal	24%
HVAC water use	400 kgal	16%
Irrigation/Outdoor use	1,500 kgal	60%
Process water use		
Other water use		
Leaks		
TOTAL		100%

Describe any humidification systems on site - Describe system type, how many humidifiers, locations, annual timing on/off, controls/setpoints.
N/A

Irrigation/Outdoor water use
Estimated irrigated area (sq.ft.): 30,000
Estimated landscaped area (sq.ft.): 50,000

Estimates will suffice for system water usage.

Describe any irrigation use on site - Describe types of sprinklers, rain sensors or weather controllers, area that is irrigated, when irrigation is turned on/off, types of plants, including drought-tolerant/xeriscaping/native species, decorative water fountains.
Regularly maintained drip irrigation for irrigated area. Turned on for 30 mins in summer and 10 mins in spring and fall.

Water leak inspection checklist - Thousands of gallons of water can be lost through leaks. Large leaks can lead to water damage, mold, and other issues. Regularly checking for leaks will help reach water efficiency goals for the property. Use the checklist to inspect for water leaks - only fill out the sections that are applicable for the property. Add and remove sections and/or items as necessary.

Inspection conducted by JP Manager
Date(s) 6/23/25
Date(s) of last inspection: 4/15/25

Water systems				HVAC system			
Item	OK	Not OK	Notes/Next step	Item	OK	Not OK	Notes/Next step
Check the water meter(s) and lines running into them	x			Check equipment room(s) for pooled water and unusual condensate			
Check water leak detector dial on the water meter(s)	x			Check seams, gaskets, seals			
1. Turn off all water systems and items. 2. Watch the water meter for a minute or more. 3. If the leak detection dial is moving continuously, the property may have a leak. 4. Continue the inspection or engage the utility if you think the leak is large.				Check condensate pans for overflow			
Check the property's "wet wall(s)"—the walls that carry the main water lines	x			Check for clogged condensate drain			
Check water supply lines	x			Check evaporator coils			
Check water return lines	x			Check circulating pumps for leaks around seals and packing			
Check for falling, freezing, or worn pipes	x			Check all pressure relief valves			
Connections, fittings, and valves need close inspection.	x			Check all automatic air vents			
Check water heater(s) for leaks	N/A			Check back flow preventer for proper function			
Restrooms				Check cooling tower makeup and bleed water lines			
Restroom #1 Item	OK	Not OK	Notes/Next step	Check for mineral build-up and blockages in cooling tower fill and basin			
Check toilet				Swimming pool (If applicable for multifamily properties)			
Check faucet				Item	OK	Not OK	Notes/Next step
Check showerhead				Check main pool pump(s)			
Check ceilings, walls, and floors for water damage				Check lines and filters for leaks/clogs			
Restroom #2 Item	OK	Not OK	Notes/Next step	Check water level, prevent splashes			
Check toilet				Check temperature if heated			
Check faucet				Landscaping/Irrigation (if applicable)			
Check showerhead				Item	OK	Not OK	Notes/Next step
Check ceilings, walls, and floors for water damage				Check irrigation lines	x		
Restroom #3 Item	OK	Not OK	Notes/Next step	Check irrigation spigots	x		
Check toilet				Ensure spigots are properly positioned	x		
Check faucet				Check for signs of underground leaks—pooled water, moldy areas, etc.		x	Slight pooling near southwest plantings. Check drip irrigation
Check showerhead							
Check ceilings, walls, and floors for water damage							
Restroom #4 Item	OK	Not OK	Notes/Next step				
Check toilet							
Check faucet							
Check showerhead							
Check ceilings, walls, and floors for water damage							
Restroom #5 Item	OK	Not OK	Notes/Next step				
Check toilets							
Check faucets							
Check showerhead							
Check ceilings, walls, and floors for water damage							
Kitchens							
Kitchen #1 Item	OK	Not OK	Notes/Next step				
Check faucet							
Check dishwasher							
Check refrigerator							
Check ceilings, walls, and floors for water damage							
Kitchen #2 Item	OK	Not OK	Notes/Next step				
Check faucet							
Check dishwasher							
Check refrigerator							
Check ceilings, walls, and floors for water damage							
Kitchen #3 Item	OK	Not OK	Notes/Next step				
Check faucet							
Check dishwasher							
Check refrigerator							
Check ceilings, walls, and floors for water damage							
Kitchen #4 Item	OK	Not OK	Notes/Next step				
Check faucet							
Check dishwasher							
Check refrigerator							
Check ceilings, walls, and floors for water damage							
Kitchen #5 Item	OK	Not OK	Notes/Next step				
Check faucet							
Check dishwasher							
Check refrigerator							
Check ceilings, walls, and floors for water damage							

Conduct the leak inspection for systems accessible to management. This section should be submitted for the water point item "Check for water leaks." In this example, only management-controlled areas could be inspected.

Water assessment step 3: Planning

Main utility meter(s) capture(s) 100% of water consumption at the building?

Yes / No	No
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If no, would it be beneficial from a cost, tenancy, and water efficiency perspective to have additional meters installed?	Yes
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Select any sub-metered water consuming systems:

☐ HVAC ☐ Landscape/irrigation ☐ Water storage/treatment systems ☐ Domestic water fixtures ☐ Other process water (kitchens, laundries)

HVAC water use - Describe any cooling systems

Is once-through cooling water use submetered? Comment on any leaks/inefficiencies/plans for upgrades.

The planned measures can be either projects previously identified or new projects found from the assessment. Plan to carry out these projects in the next three years. Come back to this list annually to see items completed and which remain.

Planned measures	Planned date of implementation
Price out and investigate ability to pass through costs for submetering bagel shop and taco restaurant	9/1/2025
Swap out remaining plantings with drought-tolerant/native varieties	5/31/2026
Continue water leak inspections every two months	Ongoing

"Planned measures" is the most important section and will be used by IREM to evaluate your application, and you will report progress for recertification. Include at least three (3) measures. Remember that operational improvements count.

Possible measures

Consider securing or offering audits of water fixtures and water use to tenants in 2026 or 2027. Circulate idea internally and determine project requirements.

Consider what's possible in pursuit of continuous performance improvement. What new technologies are available that will lead to improved water efficiency? What incentives are there for water-saving projects? What types of tenant/resident engagement will influence them to save water in their spaces?