

2025 GreenStep Step 4 & 5 Performance Metrics



In order to receive Step 4 recognition for a given year, communities report, by April 1 via a Snap Survey link emailed to them, all the data elements in all of the **CORE** metrics listed in the table below, along with additional metrics chosen by the city or tribal nation depending on their GreenStep Category. Category A, B and C communities, respectively, report an additional 5, 3, or no metrics. Metric elements marked in **green** below are considered “eligible metric elements” for Step 5 recognition. Communities that report, by April 1, improvement in any three of these eligible metric elements receive recognition for Step 5. Communities that report all data for all the metric elements in blue will have their city operational greenhouse gas number automatically calculated. Learn more about Step 4 and Step 5, find guidance specific to each metric, and access the Metric Dashboard at <https://greenstep.pca.state.mn.us/page/steps-4-and-5>.

LEED for Cities & Communities:

[LEED for Cities and Communities](#) helps local leaders create and operationalize responsible, sustainable and specific plans for natural systems, energy, water, waste, transportation and many other factors that contribute to quality of life— revolutionizing the way cities and communities are planned, developed and operated to improve their overall sustainability and quality of life.

The national LEED framework encompasses social, economic and environmental performance indicators and strategies with a clear, data-driven means of benchmarking and communicating progress. There are a number of Step 4&5 metrics that are the same as or similar to a number of LEED for Cities and Communities* criteria. To learn more about LEED for Cities and Communities, see who is participating, and get started with it, visit <https://www.usgbc.org/leed/rating-systems/leed-for-cities-communities>.

Find more information about how the MN GreenStep Cities & Tribal Nations program overlaps with the LEED for Cities & Communities program with the [Crosswalk for actions and metrics](#). Additional information can be located in each [Metric’s guidance document](#) and also in the [Gold Leaf Challenge guidance documents](#). Reach out to GreenStep staff with any additional questions or requests.

GreenStep metrics meet LEED for Cities & Communities reporting requirements (or involve a very simple calculation to do so).

GreenStep metrics provide some information for LEED for Cities & Communities reporting requirements and will assist in further documentation necessary for meeting criteria.

* The chart below includes [LEED for Cities](#) criteria. [LEED for Communities](#) has similar (or the same) criteria, but communities should look at it in addition to this list.

Metric #1: City or Tribal Nation Building & Lighting CORE METRIC

			LEED for Cities* Criteria
1.1	kBTU per square foot, per year:	kBTU/ft2-year	IP Credit: Green Building Policy and Incentives – Option 1; EN Credit: Energy Efficiency – Option 1
1.2	Dollars spent on energy per square foot, per year:	\$/ft2-year	
1.3	Ratio of actual energy use to predicted energy use:	Actual:Predicted	
A. CO2e	Electricity consumption for all buildings	kWh/Year	IP Credit: Green Building Policy and Incentives – Option 1; EN Credit: Energy Efficiency – Option 1
B. CO2e	Natural gas consumption for all buildings	Therms/Year	
1.4	Street lights owned by the city/tribal government & utility	% LEDs	EN Credit: Energy Efficiency – Option 2
1.5	Traffic Signals:	% LEDs	
1.6	City/tribal government buildings and property:	% LEDs	
C. CO2e	Electricity consumption for streetlights and traffic signals	kWh/Year	EN Credit: Energy Efficiency – Option 1

Metric #2: Green Buildings OPTIONAL METRIC

Public Buildings:

2.1	Number of city/tribal government-owned green certified buildings:	Number of buildings	
2.2	Identify specific green building frameworks that have been used for city/tribal government-owned buildings (e.g. LEED, ENERGY STAR®, etc.):	Program	IP Credit: Green Building Policy and Incentives - Option 1
2.2a	How many buildings were rated under this program?	Number of buildings	
2.2b	If second rating program was used, enter its name here:	Program	
2.2c	How many buildings were rated under this program?	Number of buildings	
2.2d	List any other green energy building programs that were used and how many buildings were rated under each:	Program	
2.3	Municipal green square footage completed last year:	Square Feet	

2.4	Percent of new city/tribal government-owned square footage that was green building certified in the last year:	%	
-----	--	---	--

Private Buildings:

2.5	Number of private green certified public buildings:	Number of buildings	IP Credit: Green Building Policy and Incentives: Option 2
2.6	Identify specific green building frameworks that have been used for private buildings (e.g. LEED, ENERGY STAR, etc.):	Program	
2.6a	How many buildings were rated under this program?	Number of buildings	
2.6b	If second rating program was used, enter its name here:	Program	
2.6c	How many buildings were rated under this program?	Number of buildings	
2.6d	Enter any other green energy building programs that were used and how many buildings were rated under each:	Program	
2.7	Enter the private green square footage completed last year:	Square Feet	
2.8	Percent of new private square footage that was green building certified in the last year:	%	

Metric #3: Government Fleets CORE METRIC

3.1	Annual vehicle miles traveled (VMT) for gasoline fleet:	Miles per year	
3.2	Average MPG for gasoline fleet	Miles per gallon	
3.3	Annual vehicle miles traveled for diesel fleet	Miles per year	
3.4	Average MPG for diesel fleet	Miles per gallon	
3.5	Number of city/tribal government-owned/leased electric vehicles in fleet	Number of EVs	
D. CO2e	Gallons of diesel consumed	Gallons/Year	
E. CO2e	Gallons of gasoline consumed	Gallons/Year	
F. CO2e	Gallons of e85 consumed	Gallons/Year	

Metric #4: Infrastructure for Walking and Biking OPTIONAL METRIC

4.1	Miles of new or reconstructed sidewalks & trails completed in the past year	Miles of sidewalk & trails	TR Credit: Safe, Multimodal Accessibility
-----	---	----------------------------	---

4.2	Percentage of housing within 1 mile of a bicycle route	%	
4.3a	Walk Score for your city or downtown	Walk score	TR Credit: Compact, Mixed Use and Transit Oriented Development
4.3b	Transit Score for your city or downtown	Transit score	
4.3c	Bike Score for your city or downtown	Bike score	

Metric #5: Car, Transit and Bike Options OPTIONAL METRIC

5.1	Number of public electric vehicle charging stations:	Number of stations	TR Credit: Clean Transportation – Option 2
5.2	Number of public alternative fueling stations (e.g. e85, CNG):	Number of stations	TR Credit: Clean Transportation – Option 3

Shared Services:

5.3	Does your community have a bike sharing service? Enter yes or no:	Yes or No	
5.4	Does your community enable car or ride-sharing services? Enter yes or no:	Yes or No	
5.5	Broadband availability at 100 Mbps download/ 20 Mbps upload	%	QL Prerequisite: Demographic & Social Equity Assessment
			QL Credit: Social Services & Infrastructure – Option 1
5.6	Is the community served by weekday transit? Enter yes or no:	Yes or No	TR Credit: Compact, Mixed Use and Transit Oriented Development
5.7	Does the city have structured transit routes? Enter yes or no:	Yes or No	
5.8	Percent of housing units within 3/4 miles of transit routes:	%	TR Credit: Safe, Multimodal Accessibility
			TR Credit: Compact, Mixed Use and Transit Oriented Development

Metric #6: Transportation Miles & Modes CORE for Category A & B Communities; OPTIONAL for Category C Communities

Vehicle Miles Traveled:

6.1	All users: Vehicle miles traveled/person, per day:	Miles/person/day	TR Prerequisite: Transportation Performance
6.2	Government employees in single occupancy vehicles: Vehicle miles traveled per person, per day – round trip:	Miles/person/day	
6.3	All users: mean travel time to work (one-way)	%	
6.4	Percent of city or tribal government employees commuting fewer than 20 minutes:	%	

Transportation Mode of Commuters:

6.5	Percent who "drove alone":	%	TR Credit: Transportation Performance
6.6	Percent using a "carpool":	%	
6.7	Percent using "public transportation":	%	
6.8	Percent who "walk":	%	
6.8a	Percent "bicycling"	%	
6.9	Percent who "worked at home":	%	

Metric #7: Land use OPTIONAL METRIC

7.1	Percent of land within commercial/mixed zoning districts built with a FAR at/above 1.0	%	TR Credit: Compact, Mixed Use and Transit Oriented Development – Option 1
7.2	Percent of land within residential or mixed zoning districts with dwelling units per acre at/above 7.0	%	
7.3	Net Tax Capacity	Dollars per acre	
7.4a	Location affordability index number: housing + transportation	Index number	QL Credit: Housing and Transportation Affordability – Option 2
7.4b	Location affordability index number: housing	Index number	QL Prerequisite: Demographic & Social Equity Assessment
7.5	Acres of new development on previously developed land	Acres	TR Credit: Priority Sites – Option 2

7.6	New affordable housing units added as a percent of all new housing units	%	QL Prerequisite: Demographic & Social Equity Assessment
			QL Credit: Housing and Transportation Affordability – Option 3

Metric #8: Open Space, Parks, Trees CORE METRIC

8.1	Percent of total city or reservation acres in open space:	%	NS Prerequisite: Ecosystem Assessment
			NS Credit: Natural Resources Conservation and Restoration – Option 1
8.2	Acres of parkland:	Acres	NS: Green Spaces – Option 1
8.3	Percent of housing within 1/2 mile (a 10 minute walk) of parkland:	%	QL Prerequisite: Demographic & Social Equity Assessment
8.4	Percent canopy coverage:	%	NS Credit: Green Spaces – Option 2
8.5	Three most prevalent tree species (by percent genus):	Genus	NS Prerequisite: Ecosystem Assessment
8.5a	What percent of canopy coverage is made up by the most prevalent genus?	%	NS Prerequisite: Ecosystem Assessment
8.5b	What percent of canopy coverage is made up by the second most prevalent genus?	%	
8.5c	What percent of canopy coverage is made up by the third most prevalent genus?	%	
8.6	Net number of new trees planted:	Number of trees	
8.6a	Percent of 8.6 trees that are “likely to thrive”	%	

Metric #9: Stormwater CORE METRIC

9.1	Assessment number from the GreenStep Municipal Stormwater Management Assessment	%	WE Credit: Stormwater Management – Option 1, Option 2
9.2	Climate Adaptation Stormwater Score [collected with 9.1]	%	

Metric #10: Drinking Water OPTIONAL METRIC

10.1	Residential gallons used per person per day	Gallons/person/day	WE Prerequisite: Water Performance
10.2	Business gallons used per job per day	Gallons/job/day	
10.3a	Annual government operations gallons: summer (June-October)	Gallons/year	WE Credit: Integrated Water Management – Option 1, Option 2
10.3b	Annual government operations gallons: non-summer (Nov-May)	Gallons/year	
10.4	Ratio of maximum day use to average daily use	Peak:Average	
10.5	Annual energy used per million gallons of water distributed	MMBtus	EN Credit: Energy Efficiency – Option 3
10.6	Annual cost in \$ spent per million gallons of water distributed	\$/million gallons	
10.7	Percent of annual losses in drinking water system	%	WE Credit: Smart Water Systems – Option 1
10.8	Trend of source water levels: falling, stable, or rising		NS Prerequisite: Ecosystem Assessment
			WE Credit: Integrated Water Management
G. CO2e	Annual electricity used to treat and distribute water	MWh/Year	EN Credit: Energy Efficiency – Option 3
H. CO2e	Annual Natural gas used to treat and distribute water	Therms/Year	

Metric #11: Wastewater CORE METRIC

11.1	Residential gallons of wastewater produced/person per day	Gallons/person/day	
11.2	Non-residential gallons of wastewater produced per job, per day	Gallons/ job/day	
11.3	Annual energy used per million gallons treated (<u>report only if you own a treatment facility</u>)	MMBtu/million gallons	EN Credit: Energy Efficiency – Option 3

11.4	Annual operating cost in dollars per million gallons treated (report only if you own a treatment facility)	\$/Million gallons	
11.5	Ratio of Inflow and Infiltration volume to total volume entering the wastewater collection system	I&I:total volume	
I. CO2e	Annual electricity used to treat wastewater	MWh/Year	EN Credit: Energy Efficiency – Option 3
J. CO2e	Annual natural gas used to treat wastewater	Therms/Year	

Metric #12: Surface Water OPTIONAL METRIC

12.1	Percent of lake, river, and wetland shoreline with at least 50' vegetation buffer	%	NS Prerequisite: Ecosystem Assessment
12.2a	Percent of water bodies in the community showing at least good clarity readings OR	%	
12.2b	Number of water bodies monitored by community volunteers	Number of waterbodies	
12.3	One community-defined metric or index number concerning surface water (ex. % impaired waters, or other)		NS Prerequisite: Ecosystem Assessment
			NS Credit: Natural Resources Conservation and Restoration – Option 2, Option 3

Metric #13: Solid Waste OPTIONAL METRIC

13.1	Residential solid waste generated per resident, per day:	Lbs	MR Prerequisite: Waste Performance
13.2	Commercial solid waste generated per job, per day:	Lbs	
13.3	Percent of residential solid waste recycled	%	
13.4	Percent of residential solid waste composted	%	
13.5	Government operations solid waste generated per year	Tons per year	MR Credit: Special Waste Streams Management
13.6	Government operations construction & demolition waste per year	Tons per year	
13.6a	What percent of government operations construction and demolition waste is reused?	%	
13.6b	What percent is recycled?	%	
13.6c	What percent is landfilled?	%	

K. CO2e	Government operations landfilled each year	Tons per year	
L. CO2e	Government operations incinerated each year	Tons per year	

Metric #14: Renewable Energy CORE METRIC

14.1	Number of government-owned and private renewable energy generation sites	Number of sites	EN Credit: Renewable Energy – Option 1
14.2	Generation capacity of government-owned and private renewable energy sites	kW	
14.2a	Storage and off-grid capacity of renewable energy, generated by government-owned and private renewable energy sites	kW	NS Credit: Resilience Planning – Option 1, Option 3
			EN Prerequisite: Power Access, Reliability and Resiliency – Case 2
			EN Credit: Renewable Energy – Option 1
M. CO2e	Annual production at local/tribal government-owned renewable energy generation sites	MWhr/year	
14.4	Annual renewable energy purchases for local/tribal government operations	MWhr/year	
14.5	Number of non-government entities participating in renewable energy purchasing/green power programs	Number of entities	
14.6	Percent of total local/tribal government operations energy use that is generated and purchased renewable energy	%	EN Credit: Renewable Energy – Option 2
14.7	Percent of total local/tribal government operations energy use that is purchased from a community solar garden	%	

Metric #15: Local Food OPTIONAL METRIC

15.1	Number of local food venues	Number of venues	
15.2	Percent of housing within 1 mile of a local food venue	%	QL Prerequisite: Demographic & Social Equity Assessment
15.3	Percent of housing within 1 mile of fresh fruits and vegetables	%	
			QL Credit: Public Health – Option 2

Metric #16: Jobs & Employment OPTIONAL METRIC

16.1	Jobs		
16.2	Employment		QL Prerequisite – Quality of Life Performance
			QL Credit: Distributed Equity – Option 3
16.3	Income		QL Prerequisite – Quality of Life Performance
			QL Credit: Distributed Equity – Option 1
			QL Prerequisite: Demographic & Social Equity Assessment
16.4	Poverty		

Metric #17: Climate CORE METRIC for Regional Indicator Cities

17.1	Greenhouse gas emissions from travel	Tonnes CO2e	EN Prerequisite: Energy and Greenhouse Gas Emissions Performance
17.2	Greenhouse gas emissions from waste	Tonnes CO2e	
17.3	Greenhouse gas emissions from (non-transportation) energy	Tonnes CO2e	
17.4	Total community-wide GHG emissions	Tonnes CO2e	EN Credit: Net-Zero Carbon and Climate Action – Option 1
17.5	Total city/tribal government operations GHG emissions	Tonnes CO2e	

Metric #18: Additional Metrics OPTIONAL METRICS

18.1	Social vulnerability		NS Credit: Resilience Planning – Option 1, Option 2, Option 3
18.2	Livability Score		TR Credit: Compact, Mixed Use and Transit

			Oriented Development
			QL Prerequisite: Demographic & Social Equity Assessment
			QL Credit: Distributed Equity – Option 4
18.3	Civic Participation/ Civic Capital		
18.4			
18.5			

Additional LEED for Cities & Communities Credits:

IN CREDIT: INNOVATION

- Intent: To encourage cities to achieve exceptional or innovative performance.
- Requirements: Attempt any of the following options for a total of up to 6 points. . Each option/strategy is equivalent to one point.
 - Option 1. Innovation
 - Achieve significant, measurable social, economic, or environmental performance using a strategy not addressed in the LEED for Cities rating system.
 - Identify all of the following:
 - Intent of the proposed innovation credit
 - Proposed requirements for compliance
 - Proposed submittals to demonstrate compliance
 - Design approach or strategies used to meet the requirements.
 - Option 2. Exemplary Performance
 - Achieve exemplary performance in any of the eligible LEED for Cities’ prerequisites or credits.
 - Option 3. Green Rating Systems and Pilot Credits
 - Meet all of the requirements of a prerequisite or credit from any of the below rating system or a pilot credit from USGBC’s LEED for Cities and Communities Pilot Credit Library. Credits included in their entirety in the LEED for Cities rating system are not eligible.
 - PEER Rating System v2, February 2018
 - LEED v4 Transit, November 2018
 - LEED Neighborhood Development (ND) v4
 - SITES
 - WELL
 - Option 4. LEED Accredited Professional
 - At least one principal participant of the project team must be a LEED Accredited Professional (AP) with successful completion of the LEED for Cities & Communities training program.

RP CREDIT: REGIONAL PRIORITY

- Intent: To provide an incentive for the achievement of credits that address geographically specific socioeconomic and environmental priorities.
- Requirements: Attempt any of the following options for a total of up to 4 points:
 - Option 1. Regional Priority
 - One point is awarded for each Regional Priority credit achieved, up to a maximum of four.
 - Identify the credit that is a regional priority. Refer to the credits under Regional Priority Credit Lookup website (<https://www.usgbc.org/rpc>) for credits identified as regional priorities for specific locations. One point is awarded for each Regional Priority credit achieved.
 - Option 2. Locally Identified Regional Priorities
 - Demonstrate collaborative work on issues of regional importance such as biodiversity, watershed conservation, climate protection, air and water quality, affordable housing, economic development, and wildfire management.
 - Identify all of the following:
 - Background and context outlining the regional priority
 - Name and intent of the proposed regional priority credit
 - Proposed requirements for compliance
 - Proposed submittals to demonstrate compliance
 - City's approach or strategies used to meet the requirements