



City of Walnut Creek
Development Review Services
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Information Bulletin No. IB-022

Submittal Requirements for Kitchen Remodels

1. Please refer to the end of this bulletin to see what work requires a permit.
2. **Floor Plan.** Provide 3 copies of the floor plan of the kitchen layout and any additional framing plans or details to accurately describe the work. Drawings which show separately the “before and after” arrangement of the kitchen are acceptable and sometimes necessary to avoid trying to include too much on one floor plan. Include the following minimum information on the plans:
 - a. **Walls.** Show the location of all walls. Delineate clearly between existing, new, and removed walls using a clear and distinguishable wall symbol for each wall type. Use double lines to represent walls. Avoid the use of single lines to represent a wall. Non-filled double lines typically represent existing walls. Solid filled or hatched double lines typically represent new walls. Dashed or dotted double lines typically represent removed walls. **If a wall is to be removed, see #10 for required structural information.**
 - b. **Doors and Windows.** Show all existing, new, removed, and/or relocated doors and windows. For new and relocated windows, specify the U value of the windows in accordance with the State Title 24 energy provisions. If the scope of work does not include the installation of new or the relocation of existing doors or windows, state this on the plans. For new doors and windows, see Item #6 below for required structural information. Where light and ventilation is effected, provide door and window sizes to the exterior.
 - c. **Cabinets and Appliances.** The floor plan must show the proposed layout and location of cabinets and all major appliances. Delineate between new, reinstalled, and relocated appliances.
 - d. **Light Fixtures and Switches.** Show the location of existing, new, removed, and/or relocated light fixtures and light switches. Use a fixture legend to delineate between fixture types. If no lighting changes are to be made, specify on the plans that no lighting changes are included in the scope of the work. See below for California Title 24 Energy requirements associated with lighting modifications in the kitchen.
 - e. **Ceiling Changes.** Where the ceiling system is to be modified or removed, include a ceiling framing plan with cross sections sufficiently detailed to accurately describe/show what work is to be done. This may require complete cross sections through the building in two orthogonal directions to show the necessary level of architectural and structural details.
3. **Smoke Detectors & Carbon Monoxide Alarms.** Smoke detectors shall be installed in existing bedrooms, in hallways, and within each story. When dwelling has fuel-burning appliances or attached garage: install carbon monoxide alarm in hallways adjoining sleeping areas at each level.
4. **Required Electrical Outlets.** For kitchen remodels where all cabinets (lower and upper) are removed, the electrical outlets within the kitchen shall be rearranged to meet the spacing required under the *California Electric Code (CEC)*, as follows:
 - a. **Wall counter space.** A receptacle outlet shall be installed at each wall counter space that is 12 inches or wider. Receptacle outlets shall be installed so that no point along the wall line is more than 24 inches measured horizontally from a receptacle outlet in that space.
 - b. **Island and/or Peninsular counter spaces.** At least one receptacle outlet shall be installed at each island or peninsular counter space with a long dimension of 24 in. or greater and a short dimension of 12 in. or greater. A peninsular countertop is measured from the connecting edge.

- c. Separate spaces. Counter spaces separated by range tops, refrigerators, or sinks shall be considered as separate countertop spaces in applying the requirements of a) and b) above.
 - d. Receptacle outlet location. Receptacle outlets shall be installed above, but not more than 20 in. above, the countertop. Receptacle outlets shall not be installed in a face-up position in the work surfaces or countertops. Receptacle outlets rendered not readily accessible due to appliances fastened in place or appliances occupying dedicated space shall not be considered as these required outlets. For all counter spaces (wall, peninsular and island), receptacle outlets are permitted to be mounted not more than 12 in. below the countertop, provided the countertops do not extend more than 6 in. beyond its support base.
 - e. General wall outlet spacing. Receptacle outlets shall be installed so that no point along the floor line in any wall space is more than 6 ft., measured horizontally, from an outlet in that space, including any wall space 2 ft. or more in width and the wall space occupied by fixed panels in exterior walls, but excluding sliding panels in exterior walls. The wall space afforded by fixed room dividers, such as freestanding bar-type counters or railings, shall be included in the 6-ft measurement. Wall space shall be considered a wall unbroken along the floor line by doorways, fireplaces, and similar openings. Each wall space 2 ft. or more wide shall be treated individually and separately from other wall spaces within the room. Floor mounted receptacles located within 18 in. of the wall may be counted as part of the required number of outlets. Outlets satisfying general outlet spacing shall be located within 5 ½ feet vertically above the floor.
5. **GFCI/AFCI Protection.** Combination-type Ground-Fault Circuit Interrupters/Arc-Fault Circuit Interrupters are required for receptacles installed to serve counter-top surfaces.
 6. Where **fuel gas lines** are newly installed, relocated, or repaired a pressure test is required. The City of Walnut Creek requires a 30 psig pressure test at the time of inspection. A 60 psig maximum capacity pressure gauge shall be used for accuracy. Gas lines shall be sized in accordance with the California Plumbing Code provisions by a qualified installer. Applicant shall provide gas line sizing calculations. The calculations must contain a piping/appliance single-line drawing of the proposed piping system for which the calculations were based. The diagram shall specify all existing and new gas fired appliances and their rated input. The diagram shall also show all pipe segment lengths and diameters between the service meter connection and pipe junctions and appliance terminations.
 7. **California Title 24 Energy.** Permanently installed luminaires in kitchens shall be high efficacy luminaires. Up to 50 percent of the total rated wattage of permanently installed luminaires in kitchens may be in luminaires that are not high efficacy luminaires, provided that these luminaires are controlled by switches separate from those controlling the high efficacy luminaires. The wattage of high efficacy luminaires shall be the total nominal rated wattage of the installed high efficacy lamp(s). The wattage of luminaires shall be determined as specified by CEC Section 130.0(c).

High Efficacy Luminaires for residential lighting shall contain only high efficacy lamps and shall not contain a medium screw base socket (E24/E26). A high efficacy lamp has a lamp efficacy that is no lower than the efficacies contained in TABLE 150.0-B. Ballasts for lamps rated 13 Watts or greater shall be electronic and shall have an output frequency no less than 20 kHz. **NOTE:** To determine the minimum lamp efficacy category only the watts of the lamp (not the ballast) are to be considered.

<i>TABLE 150.0-B HIGH EFFICACY LAMP REQUIREMENTS</i>	
Lamp Power Rating	Minimum Lamp Efficacy
5 watts or less	30 lumens per watt
over 5 watts to 15 watts	45 lumens per watt
over 15 watts to 40 watts	60 lumens per watt
over 40 watts	90 lumens per watt

9. **Listed and rated 1-hr light fixtures** shall be installed in floor/ceiling assemblies between separate residential units. Light fixtures recessed into insulated ceilings shall also be listed for zero clearance insulation contact (AT/IC).
10. **Structural Drawings and Details.** If a wall is to be removed, or if a new wall opening for either a door or a window, at either exterior or interior walls, is to be made, provide a floor or roof/ceiling framing plan above to clearly indicate bearing or non-bearing conditions. The framing plan must include complete spans of the members resting directly on the top plates of the wall being removed and complete span layout of members that are supported by use of kickers resting on top of the wall. Where headers are installed, indicate material specifications for header and posts. Typical designations for headers and posts are 4x12 D.F. No. 1 or better and 4x4 D.F. #1 or better, respectively. The appropriateness of these sizes, species and stress grades will depend upon the loads that the beams or headers must carry. This is why the framing plan is necessary. Footings must be provided directly under posts that support header or beam loads. Details of the footings must be included in the drawings. **The City may require an engineer or architect, hired by the owner, to evaluate beams, headers, posts, and/or footings, as necessary.**
11. **When is a permit required? See attached recap of what work requires a permit on the next page.**

Work not requiring a permit:

- a. **Only** the countertop is being replaced and the layout is **not** being changed. If a sink is being replaced, a Miscellaneous Permit is required.
- b. Hard backsplash replacement **only**

Please keep in mind that even though a permit may not be required for these projects, the Building Code and California Title 24 Energy must still be adhered to.

Work requiring a Miscellaneous permit:

- a) Installing appliances **only**
- b) Changing or installing new lighting. NOTE: California Title 24 Energy requires that 50% of total lighting wattage installed in kitchens must be high efficacy. Please refer to item the California Title 24 Energy section above.

Work requiring a Building permit:

- a) Replacing lower cabinet(s). The requirement that receptacles must be GFCI/AFCI protected and spaced (per Required Electrical Outlet section above) is prompted when the lower cabinet(s) are being removed and replaced. Replacing appliances may be included in this permit.
- b) Replacing upper cabinet(s). The requirement that receptacles must be GFCI/AFCI protected and spaced (per Required Electrical Outlet section above) is prompted when the upper cabinet(s) are being removed and replaced. Replacing appliances may be included in this permit.
- c) Layout of appliances or sinks being changed. This will require electrical outlet spacing (per Required Electrical Outlet section above) to comply for those counter areas affected.

Kitchen Alteration

What work requires a permit and what does not?

SCOPE OF WORK	PERMIT REQUIRED	CALIFORNIA ENERGY REQUIREMENTS	2 SMALL BRANCH CIRCUITS	GFCI	OUTLET SPACING	NOTES
<i>Countertop Only*</i>	N	N	N	N	N	No Permit Required
<i>Hard Backsplash Only</i>	N	N	N	N	N	No Permit Required
<i>Upper Cabinets Only</i>	Y	N	Y	Y	Y	Building Permit
<i>Lower Cabinets Only</i>	Y	N	Y	Y	Y	Building Permit
<i>Upper & Lower Cabinets & Countertops</i>	Y	N	Y	Y	Y	Building Permit
<i>Lighting**</i>	Y	Y	N	N	N	Miscellaneous Permit
<i>Layout Change</i>	Y	N	Y	Y	Y	Miscellaneous Permit
<i>Appliances</i>	Y	N	N	N	N	Miscellaneous Permit
<i>Fuel Gas Line</i>	Y	N	N	N	N	Miscellaneous Permit

The scope of work can be combined

Smoke detectors at each bed room, hallway and level and CO at hallway outside bed rooms and each level

* Note: If sink is being replaced, a Miscellaneous Permit is required

** Note: California Title 24 Energy requires that kitchen lighting must be 50% high efficacy.