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REQUIREMENTS for RESIDENTIAL KITCHEN and BATH REMODELS

Generally speaking, any kitchen or bathroom remodel will require the issuance of a building permit. The few exceptions may include:

- a. Painting, wallpaper, replacement of flooring only.
- b. Limited drywall repairs and retexturing.
- c. Replacement of the door itself exclusively, or moldings that are of the nature of trim only (baseboard, crown molding, door casing, etc.)
- d. Plumbing and electrical trim not related to the mechanical function of the appliance.

If the proposed project is small or simple enough in nature it may be reviewed during our over-the-counter hours, Tuesdays and Thursdays 10:00-11:30 AM (check the day beforehand to make sure it is still scheduled). Inspectors are available during regular counter hours to make a determination if the plans may be eligible for this service; we cannot, however perform the plan check itself except during our counter hours. In some cases it may be possible to provide a description only of the work to be done. The plan checker will review this at the time of submittal. A plan checker, or an inspector, is the only one who can make these determinations. If plans are required, the following items must be included and procedures followed:

1. Three complete sets of plans (5 sets if not eligible for over the counter plan check).
2. Minimum paper size 11 x 17.
3. Plans must be adequately dimensioned (minimum 1/4" scale). If clarity is compromised due to the number or complexity of details provided, paper size and/or scale should be increased.
4. Hand-sketched is not acceptable.
5. Title Block information must include owner's name, architect (stamped and wet-signed) or name of person who drew the plans, project address, applicable code editions, sheet index, scope of project, and any other information relevant to the project. All pages must be numbered. The person who drew the plans must wet sign all pages.
6. Provide plot plan in addition to relevant elevations. Provide plan view (floor plan) of affected area and adjoining rooms/areas (at minimum) showing both existing conditions and proposed changes as well as size and intended or proposed use(s). Note finished ceiling height(s) on floor plan for all affected rooms. The lowest allowable height for a kitchen or bathroom is 7' from finished floor. Clearly indicate any addition/replacement/modification to doors/windows, etc. on exterior and interior walls.
7. Again, adequate dimensioning is a key component to plan clarity. Generally, the more clearly and thoroughly a project is dimensioned the easier it will be to understand.

8. KITCHENS

- Clearly delineate all appliances, cabinetry, and any other features included to increase plan clarity
- Kitchen must be provided with at least two 20-amp small appliance circuits. Note on plans.
- Receptacles at countertops must be installed such that no point along the wall line is more than 24 inches from a receptacle. Show locations on plan.
- All countertop receptacles (island and peninsula included) must be GFCI protected.
- Island and peninsula countertops must have at least one receptacle provided.
- Garbage disposals and dishwashers must each be on a dedicated circuit and should be noted as such on plans.
- Show dedicated circuits for any other appliances and applicable voltage rating if other than 110.

9. BATHROOMS

- Receptacles must be supplied by at least one 20-amp circuit, which shall have no other outlet. Note on plan.
- Any receptacle(s) in bathroom must be GFI protected. Note on plan.
- At least one receptacle must be located within 36" of any sink. Note on plan.
- Even a minimal alteration in a bathroom will trigger Title 24 energy requirements.
- Lighting in bathrooms, garages, laundry and utility rooms shall be high efficiency. Other lighting may be allowed if controlled by a manual on, automatic off occupancy sensor. Note on plan.
- A pressure balancing or thermostatic mixing valve is required in showers. Valves shall be adjusted per the manufacturer's instructions to deliver a maximum of 120° F. Note on plan.
- The maximum hot water temperature discharging from the bathtub or whirlpool bathtub fill shall be limited to 120° F. Note on plan.
- All water closets shall consume no more than 1.28 gallons per flush. Note on plans.
- Mechanical ventilation is required in bathrooms, which shall be min. 50 CFM. Point of discharge must be to the exterior, at least 3 feet from any opening into the building.

10. KITCHEN LIGHTING

- Even a minimal alteration in a kitchen will trigger Title 24 energy requirements.
- At least 50% of the power consumed by lighting in kitchens shall be provided by high efficiency lighting fixtures. If all lighting in kitchen is not energy efficient, print a WS-5R or fixture schedule on plans.
- Lighting must be clearly identified showing location of fixture, switching, etc.
- All fluorescent lighting must be separately switched from other kitchen lighting.
- If recessed fixtures are used in an insulated ceiling they must be IC rated and labeled airtight.

11. If any structural components of the building are altered (whether by removal, replacement, relocation, addition, etc.) this must first be addressed on the plan view and referred to by detail(s) if applicable. It is also often appropriate to provide a building section to show the full impact and scope of the proposed work. This may also trigger the need for structural calculations.

A few other points to consider:

- Mill Valley adheres to the Marin County standard for fastening of shower enclosures. A copy of these standards is available on request.
- If existing glazing exists in a hazardous area as defined by the CBC that is to undergo alteration the glazing must be changed out to safety glazing.
- Water closets require a clear-finished space of at least 30" wide, minimum 15" each side to centerline of water closet.
- A minimum of 24" must be maintained in front of W.C.
- Shower stalls require a minimum of 1024 sq. inches and a 30" circle must fit from the back of the finished shower wall to middle of the dam.
- Shower doors must swing out and must be at least 22" wide.
- All dishwashers require air gaps.
- Provide note that smoke detectors shall be provided at all bedrooms and in areas leading to bedrooms. There must be a minimum of one smoke detector on each level. Smoke detectors at new work must be hardwired with battery back up and must be inter-connected. In existing dwelling units a carbon monoxide alarm is permitted to be solely battery operated where repairs or alterations do not result in the removal of wall and ceiling finishes **or** there is no access by means of attic, basement or crawl space.
- Provide note that smoke and carbon monoxide alarms shall be provided and identified on the plans. (see Smoke/CO alarm handout)

IMPORTANT! PLEASE NOTE!

The information contained in this handout covers only general 2013 California/Mill Valley Municipal Code requirements that pertain to kitchen and bath remodels; The California Residential, Electrical, Mechanical, Plumbing and Energy Codes may contain additional requirements that apply to your particular installation.