



# City of Albany

## KITCHEN REMODEL Submittal List

A minimum of 3 sets of plans must be submitted to the Community Development Department. The first page of each plan set must include the name of the owner of the property, property address, owner's phone number, and plan preparer's name. Every plan sheet must include the signature of the person taking responsibility for the plans. Leaving a blank area of at least 2 ½ by 3 ½ inches (for approval stamps and signatures) on the first page of the plans will expedite approval of your project.

1. **Floor Plan.** Provide a 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. 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. If the scope of work does not include the construction of new walls or the modification or removal of existing walls, state this on the plans, (e.g., “No new, no changes to existing doors, windows, or walls”).
  - b. Walls. Show the location of all walls. Delineate clearly the 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 walls. Non-filled double lines typically represent existing walls. Solid filled or hatched double lines typically represent new walls. Dashed or dotted double lines typically denote removed walls. If a wall is to be removed, see Item #6 below for required structural information.
  - c. 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 California 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 are affected, provide door and window sizes to the exterior.
  - d. Cabinets and Appliances. The floor plan must show the proposed layout and location of cabinets and all major appliances. Delineate new, reinstalled, and relocated appliances.
  - e. Light Fixtures and Switches. Show the location of existing, new, removed, and/or relocated light fixtures and light switches. Use a fixture legend to distinguish 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 Item #5 below for Title 24 energy requirements associated with lighting modifications in the kitchen.
  - f. 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.
2. **Smoke Alarms.** Smoke detectors shall be installed in existing sleeping rooms, in hallways serving sleeping rooms, and within each story. Photoelectric alarms with a minimum 5-year warranty are required.
3. **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 *2010 California Electric Code* (CEC), as follows:

- a. Wall counter space. A receptacle outlet shall be installed at each wall counter space 12 inches or wider. Receptacle outlets shall be installed so that no point along the wall line is more than 24 inches from an outlet.
- 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 not be installed more than 18 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 the 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 the 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 no more than 18 in. from the wall may be counted as part of the required number of outlets. Outlets satisfying general outlet spacing shall be located no more than 5 ½ feet above the floor.

NOTE: Range top exhaust hoods must have a back draft damper.

4. **GFCI Protection.** Ground-Fault Circuit Interrupters are required for receptacles installed to serve counter-top surfaces.
5. **California Title 24 Energy.** When light fixtures are replaced or new light fixtures added in the kitchen, lamps with an efficacy (efficiency) of not less than 40 lumens per watt shall be provided. Fluorescent lights will meet this 40 lumens per watt requirement. (LED lighting must meet 2010 California Energy Code §150(k)1.) General lighting using these lamps shall provide sufficient light level for basic kitchen tasks and provide a uniform pattern of illumination. A single light, or set of lights, controlled by a single light switch that is the only lighting in the kitchen will be considered general lighting. General lighting shall be controlled by a switch on a readily accessible lighting control panel at an entrance to the kitchen. Additional luminaries that are switched separately and used only for decorative effects need not meet this requirement. Luminaries installed to meet the 40 lumens per watt requirements shall not contain medium base incandescent lamp sockets, and shall be on separate switches from any incandescent lighting.
6. **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 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. No.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 which support header or beam loads. Details of the footings must be included in the drawings. The City may require an engineer or architect to be hired by the owner to evaluate beams, headers, posts, and/or footings, as necessary.



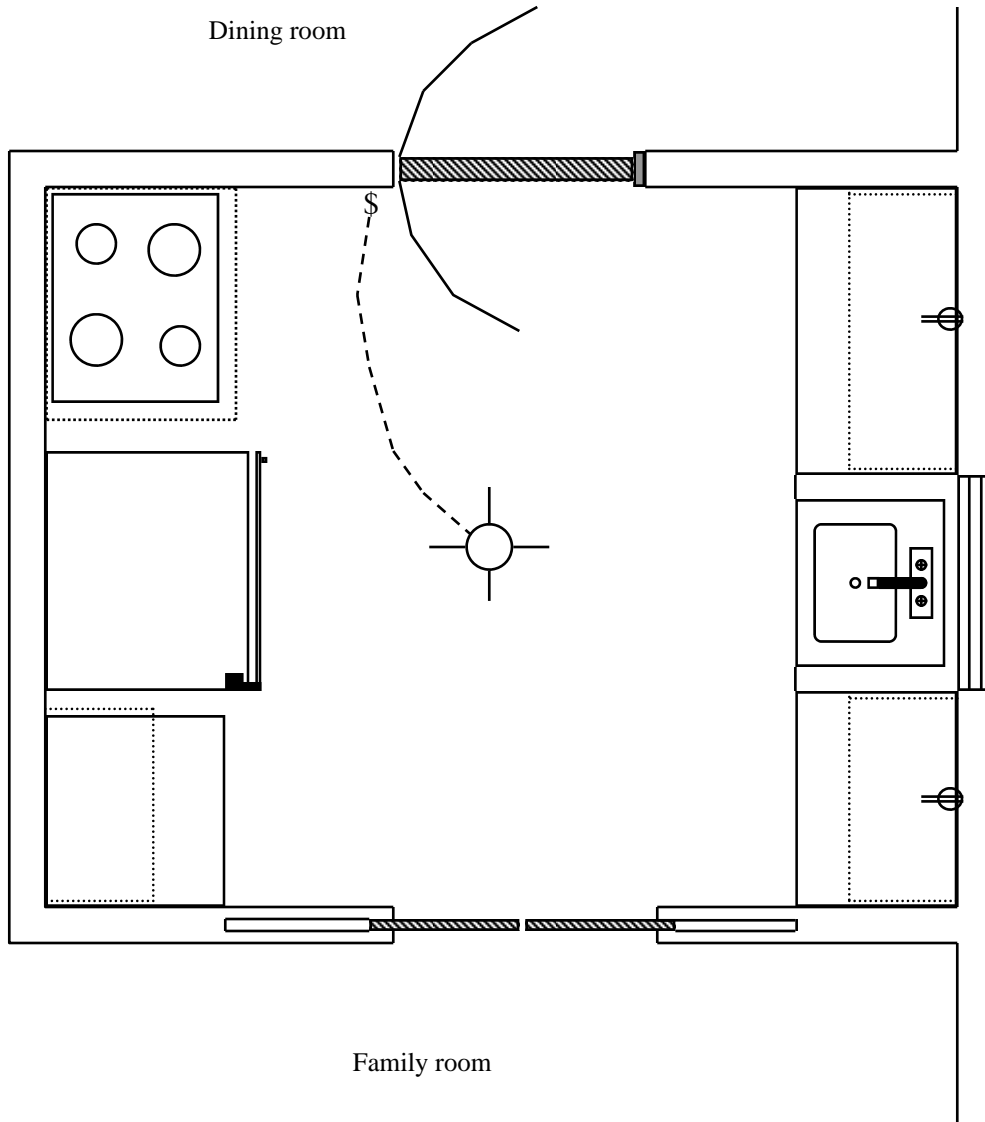
# Kitchen Remodel Example Drawing

(Generated on a general, non-specialized desktop publishing program)






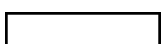
**Yourname Residence**  
1036 Yourstreet Way  
Albany, CA 94706  
(510)52X-XXXX

Plans Drawn by \_\_\_\_\_

## Existing Conditions



### KEY TO SYMBOLS

-  = Incandescent light
-  = Electrical outlet (non-GFCI)
-  = Light switch
-  = Cabinets, above
-  = Kitchen hood, above
-  = Existing wall

# Kitchen Remodel Example Drawing

(Generated on a general, non-specialized desktop publishing program)

**Yourname Residence**  
 1036 Yourstreet Way  
 Albany, CA 94706  
 (510) 52X-XXXX

Plans Drawn by \_\_\_\_\_

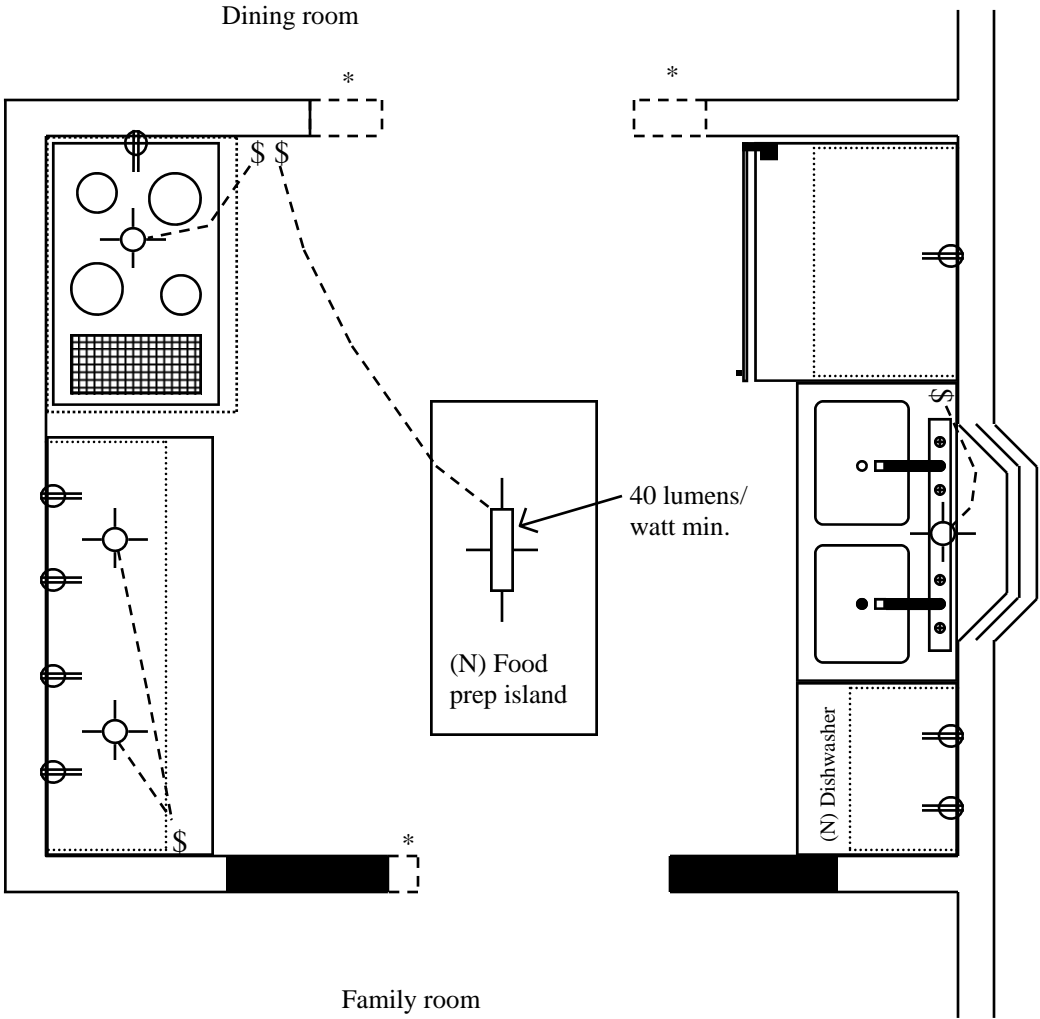
## Proposed Remodel

### Electrical Requirements

1. All kitchen countertop outlets must be GFCI - protected
2. There must be a minimum of two 20 amp circuits for small appliances

**NOTE:**  
 Enlarged wall opening requires additional submittal of framing details (see Submittal List item #6)\*

**NOTE:**  
 If drawing is not to scale, provide wall-to-wall dimensions of remodeled kitchen area.



(N) Bay window in (E) opening

(May not extend closer than 2 ft., 6 in. to a side property line per Albany Zoning Ordinance § 20-3.2(e))

**NOTE:**  
 All exterior changes (including window replacements) require Planning approval.

### KEY TO SYMBOLS

- |   |  |   |
|---|--|---|
| <p>⊙ = Incandescent light</p> <p>⊖ = Electrical outlet (GFCI as noted)</p> <p>\$ = Light switch</p> | <p>⊞ = Fluorescent light</p> <p>⋯ = Cabinets, above</p> <p>⋯ = Kitchen hood, above</p> | <p>▭ = Existing wall, unchanged</p> <p>▬ = New wall</p> <p>⋯ = Wall to be removed</p> |
|---|--|---|