



KITCHEN AND BATH REMODEL SUBMITTAL REQUIREMENTS

City of Larkspur Building Department
400 Magnolia Ave.
Larkspur, CA 94939
(415) 927-5038

The following items below are required at time of submission for interior-only simple kitchen or bath remodel. Required items may vary depending on the scope of the project. Any exterior changes, including new windows and doors, may require Planning Department approval. All structures in the Wildland Urban Interface (WUI) must use WUI compliant material.

Digital submission for completeness review and plan check fee calculation:

LarkspurBuilding@cityoflarkspur.org General building questions can be emailed to the same email.

Up-to-date information, forms & applications, and other information can be found here:

[City of Larkspur Building Department](#)

More complicated kitchen remodels, such as those involving structural calculations, may be put in the regular plan check queue, refer to the "Building Submittal Checklist" for more extensive projects.

PLAN REQUIREMENTS (digital submission of permit material is required for all permits)

- 3 Complete Sets of Plans and 2 Sets of Supporting Documentation (if applicable).
- Plan size is 11" x 17" minimum (24" x 36" is ideal), drawn to scale using 1/8"-1/4" = 1' measure for architectural drawings. All plans are required to be signed by the plan preparer.

BUILDING PERMIT APPLICATION FORM A completed, signed building permit application.

HOMEOWNERS ASSOCIATION Home Owner's Association Permit Authorization form required (if applicable).

TITLE PAGE

- Project address, Assessor's Parcel Number.
- Names, addresses, phone numbers, and emails of property owner, contractor, design professionals and consultants with license/registration numbers.
- Written description of the scope of work.
- Sheet index with sheet title and number.
- Building code compliance statement - i.e. "These plans comply with the 2019 California Building Code".
- Note if the structure is fire-sprinkled.
- Note on the plans if the structure is located in the Wildland Urban Interface (WUI).
- Legend for symbols, abbreviations, and notations on the plans, if any.

EXISTING FLOOR PLAN

- Locate the kitchen and its existing layout. Specify (label) the existing use of all the rooms. (NOTE: the existing floor plan is for reference only).

PROPOSED FLOOR PLAN

- Show type and location of proposed cabinetry, countertops, appliances, plumbing fixtures, etc. clearly showing and describing new work. Note on plans that plumbing fixtures will comply with CalGreen flow rates.

CONSTRUCTION DETAILS for any new/reframed interior walls and interior/exterior openings, etc.

INTERIOR ELEVATIONS of the kitchen cabinets are helpful, but not required.

ELECTRICAL PLAN (may be combined with the floor plan)

- Show and specify receptacle outlet at each counter space greater than 12" wide.
- Show and specify at least one receptacle outlet at each island or peninsular counter with a dimension greater than 24"x12".
- Show all electrical outlets serving kitchen countertops shall be GFCI protected.
- Specify that at least two (2) 20-amp circuits for small kitchen appliances.

Lighting and lighting control:

- At least half (50%) of the installed wattage of luminaries (lights) in kitchens shall be high efficacy. Lighting in kitchen areas adjacent to the kitchen, including dining and nook areas, are considered kitchen lighting if they are not switched separately from kitchen lighting.
- High efficacy lighting must be switched separately from low efficacy lighting. Clearly show and identify switch types and locations on plans.
- Recessed luminaries (lights) in insulated ceilings shall be rated for zero-clearance insulation cover (IC) and shall include a label certifying air-tight (AT) designation.
- Ballasts for high efficacy lamps rated 13 watts or greater shall be electronic and have an output frequency no less than 20 kHz.
- Permanently installed lighting that is internal to cabinets shall not use more than 20 watts of power per linear foot of illuminated cabinet.
- All lighting controls, fixture types, wattages, and efficacy must be clearly indicated on the plans.
- Note on the plan that bathroom to have humidistat control.

WATER-CONSERVING PLUMBING REQUIREMENTS must be provided to all noncompliant plumbing fixtures within the residence regardless of the area being remodeled, per California State Civil Code Section 1101.4, note on plans the following:

- Toilets shall have a maximum flush volume of 1.28 gallons per flush.
- Showerhead shall have a maximum flow rate of 2.0 gallons per minutes at 80 psi.
- Bathroom faucets shall have a maximum flow rate of 1.5 gallons per minutes at 60 psi.
- Kitchen faucets shall have a maximum flow rate of 1.8 gallons per minute at 60 psi.

SMOKE ALARMS AND CARBON MONOXIDE (CO) ALARMS

Building permit with a valuation greater than \$1,000 require installation of smoke and carbon monoxide alarms.