



# Bathroom Remodel Submittal Requirements

Handout No: 23  
Revised: 9/25/21

### **REQUIREMENTS FOR PERMIT SUBMITTAL:**

***Before approval and issuance of a building permit for a bathroom remodel, the applicant must submit three (3) sets of plans (preferred size - 36" x 24"; minimum size - 17" x 11"), which are drawn to scale (1/4" per ft. min.) using architectural drafting techniques and are fully dimensioned with easily readable notations, text and symbols. The sheets should be numbered and readable in landscape orientation. See the Helpful Information handout "[Drafting Techniques and Plan Symbols](#)" on the City's web site for more information. The plans should include the following information:***

1. **Cover Sheet** including the following: (a) project address; (b) owner's name, address, phone number; (c) name, address and phone number of the person preparing the plans, (d) scope of work statement; (e) sheet index indicating each sheet title and number, (f) legend for symbols, abbreviations and notations used in the drawings.
2. **Site Plan** for any new exterior additions please specify the lot dimensions and clearly indicate the distances from the building to property lines. (Note: if all work will be performed within the existing building, no site plan is typically necessary.)
3. **Existing Floor Plan** of the home to show where the remodeled bathroom is located and its existing layout. Specify the existing use of all rooms and areas. (Note: The existing floor plan is needed for reference purposes only).
4. **Proposed Bathroom Floor Plan** showing type and location of proposed interior cabinetry, countertops, plumbing fixtures, etc. Include construction legend identifying and describing new work and clearly showing the difference between the existing and proposed conditions. Indicate (N) for new items and (E) for existing items of work. The following should be indicated on the floor plan:
  - A. Provide a 30-inch clear width for the water closet and a 30-inch by 24-inch clearance in front of the water closet bowl. A door should not swing into the required clear space. [California Plumbing Code (CPC) 402.5 and California Residential Code (CRC) R307.1]
  - B. Show and specify a shower compartment with a minimum finished interior floor area of 1,024 square inches and capable of encompassing a 30-inch diameter circle [CPC Sec.408.6].
  - C. A curb, dam or threshold for showers shall be at least 2 inches above the shower drain [CPC 408.5].
  - D. Show and specify a curtain rod or approved enclosure for all showers.
  - E. The shower control valves and shower head shall be arranged so that the showerhead does not discharge directly at the shower entrance and so that the bather can adjust the valves prior to stepping into the shower spray. [CPC Sec.408.9]
  - F. Specify safety glazing in walls, enclosures and enclosure doors enclosing tubs/showers where the bottom exposed edge of the glazing is less than 60" above a standing surface and drain inlet. [California Building Code (CBC) 2406.4.5 and CRC R308.4.5]

- G. Exterior windows/doors added and/or replaced as part of the remodeling project shall be clearly identified on the plans, including the type of window operation, the fenestration U-Factor and Solar Heat Gain Coefficient (SHGC) and must be accompanied by a 2016 CF1R-Alt-01-E or a 2019 CF1R-Alt-05-E energy form. [California Energy Efficiency Code (ENERGY) Sec.110.6]
- H. Show and specify that shower and tub/shower walls shall be provided with a smooth, hard, nonabsorbent surface over a moisture-resistant underlayment (e.g., water-resistant gypsum backing board) to a height of 70 inches above the drain inlet [CPC Sec.408.6]. Clearly indicate the location of the drain and specify all materials for the waterproof shower walls and floor assemblies. In one- and two-family dwellings and townhouses, the nonabsorbent surface shall extend to a height of not less than 60 inches above the floor [CRC 307.2]
- I. Water-conserving plumbing fixtures must be provided for homes built and available for use or occupancy on or before January 1, 1994. This applies to all noncompliant plumbing fixtures within the home regardless of the area being remodeled. [California Civil Code Sections 1101.1-1101.8]
- If existing **toilets** use more than 1.6 gallons of water per flush, they must be replaced with toilets having not more than 1.28 gallons per flush.
  - If existing **showerheads** use more than 2.5 gallons of water per minute, they must be replaced with showerheads having not more than 1.8 gallons per minute maximum flow.
  - If existing **lavatory faucets** use more than 2.2 gallons of water per minute, they must be replaced with lavatory faucets having not more than 1.2 gallons per minute maximum flow.
  - If existing **kitchen faucets** use more than 2.2 gallons of water per minute, they must be replaced with kitchen faucets having not more than 1.8 gallons per minute maximum flow.
- J. Specify that all new hot water piping supplying new fixtures shall be insulated (typically with 1" foam pipe insulation) in accordance with CPC 609.11 and Energy Code 150.0(j).
- K. Remodeled bathrooms with a bathtub or shower must be provided with an exhaust fan for humidity control. New bathroom exhaust fans must have an automatic humidistat control. [CGBC 4.506.1] The exhaust fan shall have an intermittent ventilation rate not less than 50 CFM, or exhaust fan with a continuous ventilation rate not less than 20 CFM is specified and installed. Show the fan location and duct/vent termination location. Indicate that fan and duct openings (environmental air ducts) shall terminate at least three (3) feet from property lines or from openings into the building. Exhaust fans shall be controlled separately from lighting. [CRC R303.]
- L. Plumbing vents within ten (10) feet of operable skylights shall extend a minimum of three (3) feet above such openings. [California Mechanical Code (CMC) 504.5, CPC 906.2]. Mechanical and gravity outdoor air intake openings shall be located a minimum of 10 feet from any plumbing vents and such opening shall be located a minimum of 2 feet below the contaminant source.[CRC R303.4.1]
5. **Construction details** for any new/reframed interior walls, interior/exterior openings, etc. Bathrooms shall have a minimum ceiling height of 7 feet except at the center of the front clearance area for fixtures and at showers the ceiling height may be 6 feet 8 inches. [CRC R305.1 and R305.1 Exception 2]
6. **CALGreen.** If the remodel includes an addition of floor area, size or volume to the existing home, CALGreen checklist documentation must be submitted. The applicable checklist can be downloaded on from the City's web site.

7. **Electrical Plan** (may be combined with the floor plan) showing compliance with the following requirements. Show all electrical fixtures, switching, receptacles, appliances, fans, smoke and carbon monoxide detectors, services and electrical equipment. Specify required all GFCI receptacles. Provide light fixture and lighting control legend and schedule and show all light fixture switching configurations, vacancy sensors, dimmers and other lighting control devices and specify fixtures that conform to the mandatory energy requirements and energy documentation.
  - A. Specify one 20-amp circuit for bathroom receptacle outlets OR provide a dedicated 20-amp circuit for each individual bathroom being altered or added. Note: Bath lighting shall not be on an outlet circuit. [California Electrical Code (CEC) Art.210-11(C) 3].
  - B. Indicate electrical receptacles adjacent to each bathroom basin location. [CEC Art.210.52 (D)]
  - C. Specify GFCI-protected receptacles within the bathroom and all receptacles within 6 feet of a sink, bathtub or shower stall. [CEC Art.210-8(A)].
  - D. Light fixtures installed in shower enclosures shall be listed for damp locations or otherwise listed for wet locations where subject to shower spray. [CEC 410.10(D)]
  - E. All new bathroom light fixtures shall be high efficacy (i.e., fluorescent, LED, etc.). If screw based luminaires will be installed, specify that the lamps shall be marked "JA8-2016" or "JA8-2016-E". All screw based luminaires shall be controlled by dimmers or manual-on vacancy sensors. Low efficacy lighting (i.e. halogen, incandescent, etc.) is not allowed. [Energy 150.0(k)1.G & 150.0(k)2.K].
  - F. Recessed luminaires in insulated ceilings shall be rated for zero-clearance insulation cover (IC), and shall include a label certifying air-tight (AT) designation. [CEC 410.116 (A)2]
8. **Smoke Alarms:** Show location of all smoke alarms in the home. Building permits for alterations with a permit valuation exceeding \$1,000 require installation of smoke alarms in the following locations:
  - a) in each sleeping room, and
  - b) at a point centrally located in the corridor or area giving access to each separate sleeping area, and
  - c) on each additional story and in the basement (if any).

Smoke alarms shall receive their primary power from the building wiring, shall have a 10-year battery backup and shall be interconnected with all other smoke alarms to be clearly audible in all bedrooms except in existing areas of buildings undergoing alterations or repairs that can't be installed without the removal of interior finishes. Physical interconnection is not required where listed wireless alarms are installed. [CBC [907.2.11 and CRC R314]
9. **Carbon Monoxide Alarms:** Show location of all carbon monoxide alarms throughout the home. Building permits for alterations with a permit valuation exceeding \$1,000 require installation of carbon monoxide alarms when the existing dwelling or sleeping unit has an attached garage or a fuel-burning appliance. Carbon monoxide alarms are required in the following locations:
  - a) outside of each separate dwelling unit sleeping area in the immediate vicinity of the bedroom(s), and
  - b) on each level of a dwelling unit including basements.
  - c) In any bedroom where a fuel burning appliance is located within the bedroom or its attached bathroom.

Carbon monoxide alarms shall receive their primary power from the building wiring, shall have a 10-year battery backup and shall be interconnected, except in existing areas of buildings undergoing alterations or repairs that can't be installed without the removal of interior finishes. (for exceptions see code). Specify the location of all carbon monoxide alarms on the plans. [CBC 907.2.11 and CRC R315]

10. **Required Public Improvements:** When the cumulative valuation of work for all permits for a property is \$50,000 or more within any 24-month period of time, Chapter 12.14 of the Sonoma Municipal Code (SMC) requires the construction of curb, gutter, sidewalk, storm drains and other necessary drainage facilities or any other public improvements required for the street frontage of your property, along with any needed right-of-way and/or easement dedications to the public. The construction of vehicle parking lots and any other improvement to buildings or real estate shall constitute an improvement for which a building permit shall be required. If some public improvements already exist but do not meet existing city standards and are considered by the city engineer to be a hazard to health and safety of the general public, these improvements shall be reconstructed to existing city standards. Engineered plans prepared by a registered civil engineer showing the required improvements may be required if determined necessary by the city engineer. No occupancy permit for any building shall be approved or issued unless the required public improvements have been installed and accepted by the city engineer. Projects consisting solely of reroofing, ADA upgrades, thermal solar water heaters, solar photovoltaic electrical systems, energy storage systems, electric vehicle charging stations, or emergency standby generator installations, or permits with a total permit valuation of \$50,000 or less within any two-year period are exempt from triggering the requirement of public improvements. For a determination of necessary public improvements, please contact the Public Works Inspector at (707) 938-3681.
11. **Fire Sprinklers Required:** An automatic fire sprinkler system is required for existing residential buildings upon a remodel or addition except when both of the following conditions occur:
  - a. The addition of floor area to a building results in a total floor area for the building of less than 4,000 square feet or the addition is less than ten percent of the existing floor area of the building; and
  - b. The cumulative total building permit valuation for all building permits issued for the subject building within any 36-month period, as determined by the Building Official, is equal to or less than \$100,000. [California Fire Code (CFC) 903.2]

When required, fire sprinkler plans and calculations may be submitted under a separate permit application. Three (3) sets of fire sprinkler plans, two sets of calculations, and two sets of cut sheets for the fire sprinkler heads should be submitted with your application for a fire sprinkler permit.

**ELECTRICAL LEGEND**

⌚	Single Pole Switch		New LED Recessed Light (Listed for wet locations)
⌚	Switch w/ Manual-On Vacancy Sensor		LED Recessed Light Fixture
	GFCI Protected Receptacle		LED Surface Wall Mounted Light Fixture
(N)	New		New Exhaust Fan w/ Humidistat Control
(E)	Existing		

**ELECTRICAL NOTES**

1. All new screw based luminaires shall be JA8 certified.
2. New recessed luminaires shall not have screw based lamp holders.
3. All newly installed luminaires shall be high efficacy.

**SCOPE OF WORK:**

Remodel master bathroom as shown and indicated. All lavatories and fixtures are located in the same location as existing unless otherwise noted.

**ALL NONCOMPLIANT EXISTING PLUMBING FIXTURES** in the existing home (including other bathrooms and kitchens) must comply or be upgraded to water conserving fixtures in accordance with CA Civil Code Sections 1101.1-1101.8. (exceptions may apply)

**FLOOR PLAN KEY NOTES:**

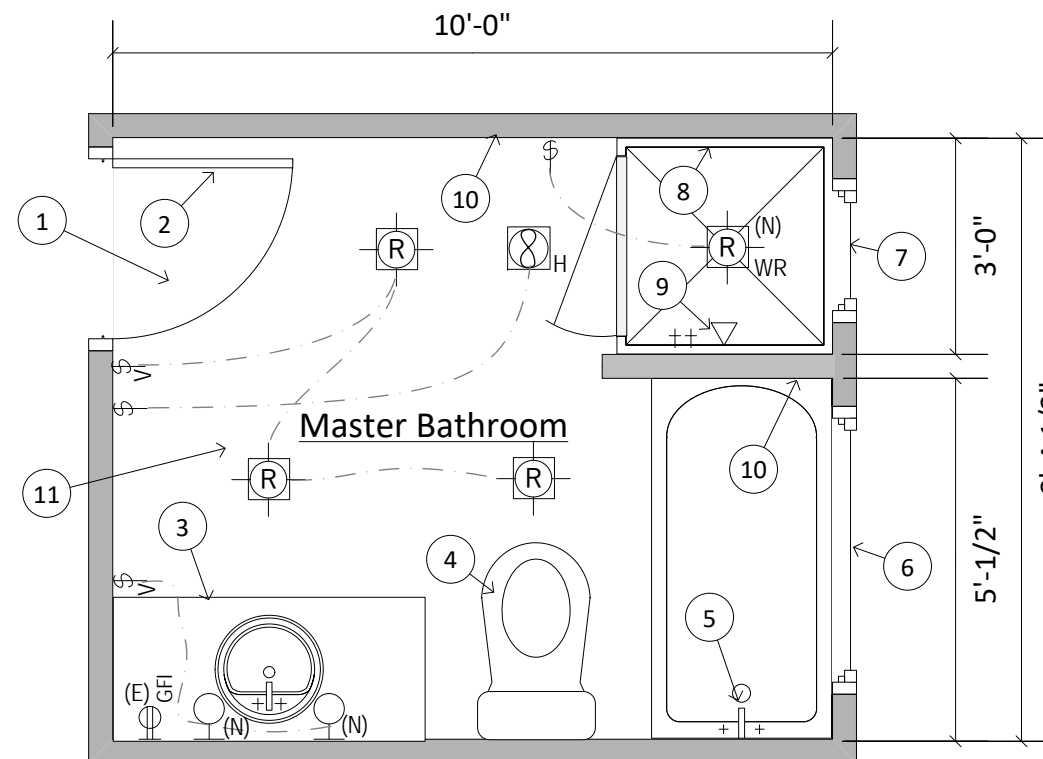
- 1 Remove and replace existing vinyl flooring with new tile flooring.
- 2 Remove and replace existing 2'-6" wide door with new door.
- 3 Remove and replace existing vanity cabinet, lavatory and faucet with new vanity cabinet, lavatory and 1.2 gal/minute faucet (max).
- 4 Remove and replace existing toilet with new 1.28 gal/flush toilet.
- 5 Remove and replace existing tub with new tub with tile surround (6' ht.)
- 6 Remove and replace 4-0 x 2-0 window with new 4-0 x 2-0 sliding window with laminated glass, 0.30 max. U-factor and 0.23 max. SHGC.
- 7 Remove and replace 2-0 x 1-6 window with new 2-0 x 1-6 awning window with laminated glass, 0.30 max. U-factor and 0.23 max. SHGC.
- 8 Remove and replace existing shower and replace with new tile shower and tile shower pan with 2" curb.
- 9 New shower controls with 1.8 gal/minute max. shower head.
- 10 Existing 2' x 4" wall framing to remain. Remove and replace ½" drywall as needed for electrical and plumbing. Use water resistant drywall at shower and tub walls.
- 11 Remove and replace 5/8" drywall ceiling as needed to install electrical.

**SMOKE ALARMS** shall be installed in the following locations in accordance with CRC Section R314:

- In each sleeping room.
- Outside each separate sleeping area in the immediate vicinity of the bedrooms.
- On each additional story of the dwelling, including basements and habitable attics, but not including crawl spaces and uninhabitable attics. In dwellings or dwelling units with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level, provided that the lower level is less than one full story below the upper level

**CARBON MONOXIDE ALARMS** shall be installed where fuel-burning appliances are installed and in dwelling units that have attached garages. Carbon monoxide alarms shall be installed in the following locations (R315):

- Outside of each separate dwelling unit sleeping area in the immediate vicinity of the bedroom(s).
- On every level of a dwelling unit including basements.
- In every bedroom where a fuel burning appliance is installed in the bedroom or its attached bathroom.



**SAMPLE - BATHROOM REMODEL FLOOR PLAN**

Scale: 3/8" = 1'-0"

**Project Address: 123 Main Street**

All new work must comply with the:

- 2019 CA Residential Code (CRC)
- 2019 CA Electrical Code (CEC)
- 2019 CA Plumbing Code (CPC)
- 2019 CA Mechanical Code (CMC)
- 2019 CA Energy Code &
- 2019 CA CALGreen Code as applicable and amended by the Sonoma Municipal Code.

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**Project Address  
123 Main Street**

Plan Date : 1/30/20  
Revision Date:

(Space for "APPROVED" stamp)