



City of Carmel-by-the-Sea  
Building Safety Division  
Guidance Document

## **24-03 Residential Kitchen Submittal Requirements**

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In an effort to expedite the plan review and permitting process, the building official has determined that all plans submitted for building permits from the Building Safety Division shall be generally complete prior to the application being accepted for review. This Guidance Document provides a checklist that will be used by staff to determine completeness at the time of submittal. While not all items are applicable to all projects, the staff will determine, based on the submittal documents and communication with the applicant, whether the plans are generally complete and acceptable for review. Please confirm plan content by **checking** the appropriate boxes and **signing** below. **Applications deemed incomplete will not be accepted for review.**

**Plans drawn or prepared by design professionals require that each sheet must be signed and all plans shall include designer's name, address and contact information**

### **SUBMIT:**

- One (1) set of building legible plans, submitted electronically, in PDF format.
- One (1) properly completed building permit application.
- One (1) properly completed Construction & Demolition Recycling Plan
- One (1) electronic copy of BMP implementation tracking form.
- One (1) copies of each of the following documents (if applicable):

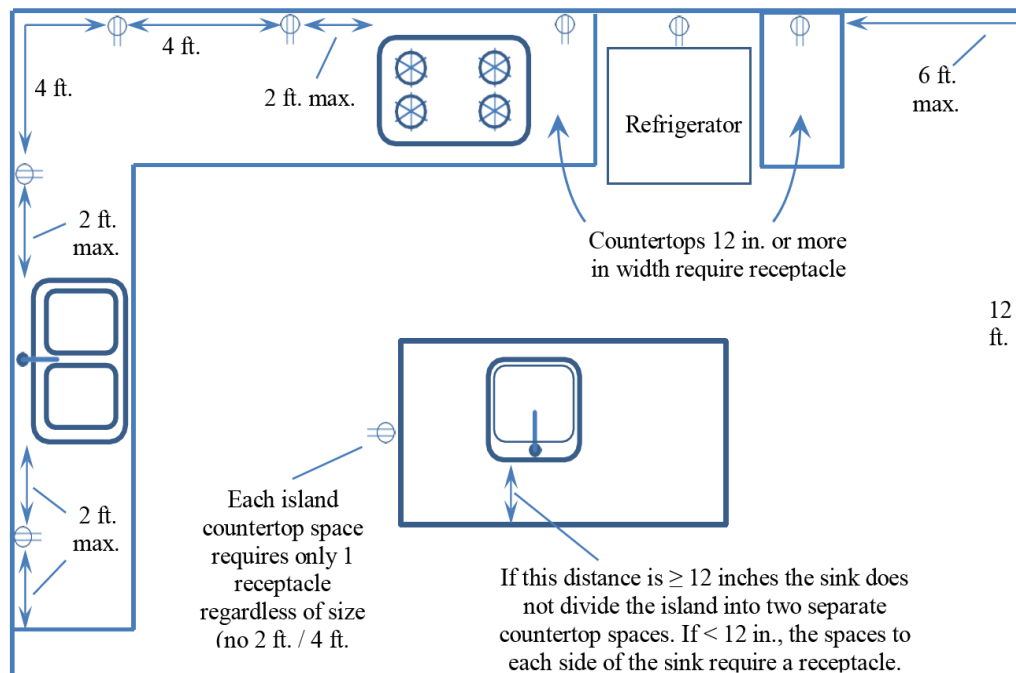
### **ALL PLANS SHALL CONSIST OF:**

- **Cover Sheet Showing:**
  - Project address & APN
  - Square footage
  - Lineal Wall Calculation per Carmel Municipal Code 15.08.135
  - Location map
  - Project Scope
  - Owner name, address & contact
- **Floor Plan:**
  - Show the area of alteration and include both existing **and** proposed floor plans
  - Proposed electrical work & whole house electrical load calculation
  - Location of existing and new walls and windows
  - A self-closing, tight fitting, solid-wood door 1-3/8" thick, or 20-minute fire-rated door, is required between a kitchen and the garage
  - Locations of smoke and carbon monoxide alarms
  - Proposed mechanical work, show duct exhaust location.
  - Proposed plumbing work including a whole house gas schematic w/BTU demand calculation
  - Location and use of all adjacent rooms.
  - Construction framing details for all altered framing (may require structural engineering)

- **Electrical:**

- A minimum of two 20-AMP small appliance branch circuits are required to serve countertop and wall receptacles in the kitchen, pantry and dining room; and may not be used for exhaust hoods or fans, disposals or dishwashers.
- All lighting shall be high efficiency; and under-cabinet lighting shall be switched separately.
- Countertops 48 inches long may be serviced by one receptacle-provided no point along the wall is more than 24 inches from a receptacle. *Peninsular-type countertop*, measure it from the edge of the section connecting countertop, not the wall. An *island-type countertop* at least 12" in size is also required to have its own receptacle (See Example).
- Dedicated circuits are required for garbage disposers, microwaves, compactors and dishwashers.
- AFCI protection is required for all 15 – 20-AMP kitchen circuits.
- Countertop receptacles must be GFCI protected **AND** Tamper-Resistant.
- If countertop is longer than 12 inches, it must have its own receptacle

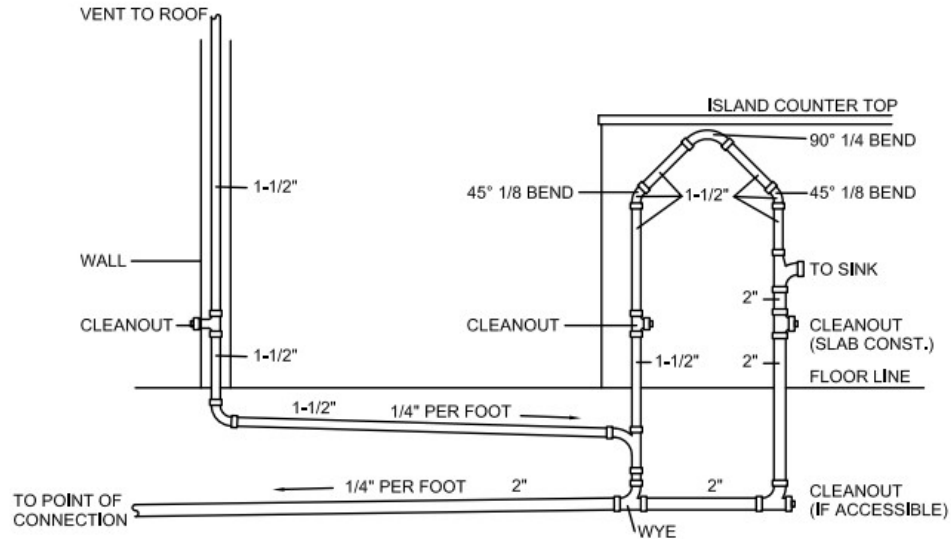
**EXAMPLE RECEPTACLE SPACING**



• **Plumbing:**

- Dishwashers shall be connected with an approved drainage air gap devices located above the flood level rim of the sink
- New gas piping shall be sized to supply sufficient gas to appliances; and shall be tested with a pressure of 10 psi for a minimum 15 minutes.
- See Kitchen Island Vent Example.
- Newly installed sinks shall not exceed 1.8 GPM.
- All hot water pipes from the heating source to the kitchen fixtures must be insulated. Existing inaccessible piping does not require insulation.

**EXAMPLE KITCHEN ISLAND VENT**



• **Mechanical:**

- Minimum vertical clearance of 30 inches is required above cook top to combustible materials (e.g. cabinets). Clearance may be reduced to 24 inches when protected exhaust hood.
- Kitchen hood ventilation airflow rate of 300 cfm minimum is required.
- Termination of environmental air ducts shall be 3 ft. minimum from property lines or other openings into the building.

**PLEASE NOTE, THIS INFORMATION IS INTENDED TO BE A GUIDE FOR SUBMITTAL REQUIREMENTS AND MAY NOT INCLUDE ADDITIONAL INFORMATION NEEDED FOR SPECIFIC PROJECTS.**

**I have read the above information and have submitted all the required information.**

Signature: \_\_\_\_\_ Print: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_  
*Staff Use Only*- Application # \_\_\_\_\_ Received By \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_