



TOWN OF LOS GATOS
KITCHEN & BATHROOM NON-STRUCTURAL PERMIT REQUIREMENTS
RESIDENTIAL ONLY - EXPRESS CHECK

Any exterior change (i.e., windows, doors, siding) requires Planning Department approval and if you are located in a homeowner's association, a letter from the HOA specifying the work that is approved is required prior to issuance. If plumbing fixtures are increasing and/or moving a certificate from West Valley Sanitation District will be required. In order to process your request for a building permit, **please submit the items listed below and include this completed checklist in your submittal**. We do **not** accept submittals by mail or courier. **A plan check fee will be required after the preapplication process is completed**. If one or more required items are not submitted, the application will be considered incomplete and will not be accepted.

To submit your application, you will need to register for an account on the Town's portal:
<https://permits.losgatosca.gov/Building/Register>. The Building pre-application is a preliminary review for the building permit. You will need to upload to the pre-application in separate PDF's:

1. Completed permit application <https://www.losgatosca.gov/DocumentCenter/View/833/Building-Division-Permit-Applications?bId=>
2. Plan set (PDF pages bookmarked and signed by design professional. Note: This must be ONE (1) PDF.)
3. Supporting documents (i.e. Structural Calculations, Title-24, etc.) which should be separate uploads.

We are using the 2022 California Building, Mechanical, Electrical, Plumbing, and Fire Codes, and 2022 California Energy Code and must be on cover sheet/1st page. Provide drawings to scale (11"x17" minimum and all pages must be same size) wet signature on all documents by designer to include the following:

Bathroom Remodel

- Bathroom receptacle outlets shall be supplied by at least one 20-amp branch circuit. Such circuits shall have no other outlets.
- All electrical receptacles shall be GFCI protected.
- Lighting in bathrooms, garages, laundry rooms and/or utility rooms must be high efficacy, and at least one shall be controlled by vacancy sensor.
- Toilet clearance - 24" in front of toilet and 15" on each side measured from center of toilet.
- Skylights - operable skylights need to be 10-feet from plumbing vents or 3-feet below the vent termination. Provide ICBO Evaluation Report Number.
- Shower compartment must have a finished interior no less than 1024 square inches and shall encompass a minimum thirty-inch circle.
- Shower and tub/shower shall have a smooth, hard, non-absorbent surface (i.e., ceramic tile or fiberglass) over a moisture resistant underlayment (e.g., glass mat or fiber reinforced gypsum panel, fiber cement or fiber mat reinforced cementitious backers) to a height of 70-inches above the drain inlet. No paper faced gypsum panel, green board or purple board will be accepted in wet areas.
- Pressure balanced or thermostatic mixing valve required for shower and shower tub combinations, maximum mixing water temp of 120N F.
- Rooms containing bathtubs, showers, spas, and similar bathing fixtures shall be mechanically ventilated. Fan shall be ENERGY STAR compliant, humidistat controlled, and terminate outside the building.
- Safety glazing is required in windows within tub or shower area and within 60" horizontally from the tub or shower's edge. Glazing at least 60" above the walking or standing surface does not have to meet this requirement.

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Kitchen Remodel

- Two (2) 20-amp dedicated circuits for counter receptacles.
- Every counter space 12" or wider shall have an appliance receptacle. Counter receptacles installed every 4 feet on center, such that there is no more than 24" to a receptacle. No equipment can be connected to the counter circuits.
- All counter receptacles must be GFCI and AFCI protected.
- Islands/peninsulas greater than 12" x 24" must have at least one GFCI electrical outlet.
- All luminaries in kitchens shall be high efficacy and under cabinet lighting shall be switched separately.
- Electric oven and range require separate circuits.
- If gas line is altered or moved show existing and proposed location, pipe size, and BTUs of appliances being served, show gas meter location. Leave exposed for inspection.
- Garage to kitchen openings - 1/2" sheetrock on garage side - Door to garage required to be a minimum 1-3/8" solid core or 20-minute rated, self-closing/self-latching door.
- Skylights - operable skylights must be 10 feet from plumbing vents or three feet below the vent termination. Provide ICBO Evaluation Report Number.

Please note: Permits may be issued to the property owner or a properly licensed contractor.

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

Signature: _____

Date: _____