**Submittal Requirements**

Prepare the submittal documents listed below and apply either online in our Online Permit Portal or in person at the Permit Center in City Hall. If you are applying in person, please bring (2) printed full-scale copies of your submittals.

- **Application or Apply online:** Complete a San Leandro Building Permit Application only if you are applying in person. Otherwise, visit www.SanLeandro.org/PermitPortal to apply online.

- **Drawings** containing the following information:
  - **Project Information:**
    - Property address and Owner contact information.
    - Scope of Work, including how many bathrooms are being remodeled and what is being replaced.
  - **Existing House Floor Plan:** label all rooms within house. This does not have to be drawn to scale and is required for reference purposes only.
  - **Proposed Bathroom Floor Plan(s):** For each remodeled bathroom, show cabinetry, countertops, plumbing fixtures, windows, doors, fans, closets, etc. Indicate what is new and what is existing to remain.
  - **Electrical Plan:** (may be combined with Proposed Floor Plan) show locations of all proposed outlets, switches, and light fixtures.
  - **Construction Details** for any new or reframed interior / exterior walls or openings, headers, etc.

**General Requirements**


**Electrical:**

- At least one outlet shall be installed in the bathroom within 3 feet of basin. At least one 20 amp branch circuit shall be provided to supply bathroom outlets. Bathroom outlets shall have GFCI protection CEC 210.52(D), 210.11(C)(3) & 210.8(A)(1)
- All 125volt, 15 amp and 20amp outlets shall be listed tamper resistant CEC 406.12
- All installed lighting shall be high efficacy and contain bulbs that are labeled as JA8-2016. Screw base bulbs are not permitted in recessed lighting. CEnC 150.0(k)
- At least one light fixture shall be controlled by a vacancy sensor switch. All other lighting shall be controlled by a vacancy sensor or dimmer. CEnC 150.0(k)
- Recessed light fixtures in insulated ceilings shall be approved, listed, zero-clearance Insulation Cover (IC) type, Certified Air-Tight (AT) and sealed with a gasket or caulked between housing and ceiling CEnC 150.1(k)1C
- All exhaust fans shall be switched separately from lighting systems. CEnC 150(k)2B

**Plumbing:**

- Fixture water consumption: Water Closets max. 1.28 gal per flush, Faucets max flow rate of 1.2 gpm at 60 psi and Showerheads max flow rate of 1.8 gpm at 80 psi.
- Water closets shall have a clearance of 30 inches wide (15 inches on center to any wall or obstruction) and 24 inch minimum clear space in front of fixture. CPC 402.5

(Continued on next page)
• New shower compartments shall have a finished interior of 1,024 square inches and shall be capable of encompassing a 30 inch circle. Shower door to be tempered and provide a min. 22 inch clear unobstructed opening. **CPC 408.6**

• Provide safety glazing in walls enclosing tubs/showers where the bottom exposed edge of the glazing is less than 60 inches above a standing surface and drain inlet. **CRC R308.4.5**

• Shower and tub shower combinations shall be provided with individual control valves of the pressure balance, thermostatic or combination pressure balance and thermostatic types that provide scald and thermal shock protection. **CPC 408.3**

• Walls in shower compartments or in bathtubs with a showerhead shall be finished with a nonabsorbent surface over a moisture resistant underlayment extending to a height on no less than 6 feet above the drain inlet. Water-resistant gypsum backing board shall not be used over a vapor retarder in shower or bathtub compartments. **CRC R702.3.8, R307.2**

**Mechanical:**

• Each bathroom containing a bathtub, shower or tub shower combination shall be mechanically ventilated. Fans must be controlled by a humidistat. The control may be a separate component or integral to the exhaust fan. **CMC 402.5, CalGreen 4.506**

• A bath exhaust fan is required regardless of the presence of a window. **CRC R303.3**

• Exhaust must vent to outdoor in an approved duct. Terminate the outlet a minimum of 3 feet from an opening or property line. **CMC 504.5**

**Windows:**

• Exterior windows/doors added and/or replaced as part of the remodeling project shall be clearly identified on the plans and shall have a fenestration label with U-Factor 0.32. **CenC 110.6**

• Safety glazing is required within 60 inches horizontally of the shower enclosure and within 60 inches vertically of the standing surface.

**Smoke & Carbon Monoxide Alarms:** **CRC R314 & CRC R315.1**

Provide an approved SMOKE ALARM in the following locations:

a. In each sleeping room.

b. Outside of each separate sleeping area in the immediate vicinity of the bedrooms.

c. On each additional story of the dwelling, including basements and habitable attics, but not including crawlspaces and uninhabitable attics.

d. Provide a note” “SMOKE ALARM shall be interconnected hard-wired with battery backup.”

e. Battery smoke alarm permitted in existing buildings where no construction is taking place.

For buildings with fuel-burning appliances and/or attached garages, provide an approved CARBON MONOXIDE ALARM in the following locations:

a. Outside of each separated sleeping area in the immediate vicinity of the bedrooms.

b. On every level of a dwelling unit including basements.

c. Provide a note: “CARBON MONOXIDE ALARM shall be interconnected hard-wire with battery backup.”

d. Battery carbon monoxide alarm is permitted in existing dwelling units where no constriction is taking place.

**To Apply**

When you are ready with your submittals, apply either online at www.SanLeandro.org/PermitPortal or in person at the Permit Center in City Hall. Visit www.SLPermits.As.Me to find an available appointment Mon / Tue / Thu - 8am to 4pm and Wed - 8am to 3pm.