

# Permit / Inspection Requirements for Kitchen

Three steps:

1. Submit Plansets (3) to Planning Department
2. Submit Permit Application Forms
3. Submit Accessibility Worksheet
4. Permits/Approvals from Other Departments

## 1. Plansets (3)

Provide 3 sets of plans (1/4 inch per foot) containing:

- Vicinity map showing nearest cross streets. Site plan showing the location of the building, trash enclosure and other related areas.
- Building plan showing kitchen, food storage room, mop sink/janitorial closet, walk-ins, restrooms, dining room, bar, display areas, employee room, ancillary areas, hallways, adjacent businesses, etc.
- Equipment plan showing all cooking equipment, sinks, refrigerators, freezers, work tables, counters, dishwashers, storage shelves, finfish and shellfish tanks, etc. Each piece of equipment must be cross referenced with a numbering system to match the equipment schedule and specification sheets.
- Finish schedule for floors and base coving, walls & ceilings for all areas mentioned above.
- Plumbing plan showing hot & cold water supply lines, drain lines, floor sinks, floor drains, water heater, grease recovery device/interceptor, etc.
- Elevations views of counter and cabinet areas showing construction and finishes, legs and/or coving with floor. Elevations of as many areas as possible are recommended.
- Hood Plans: Provide all information requested in the two-page document

## REQUIREMENTS FOR HOOD PLANS

- Provide one set of ANSI (e.g.: NSF) specification/cut sheets for all food related equipment, cross referenced with a numbering system to the equipment plan & list. For used equipment, provide good photos and verification of ANSI approval.
- Provide a copy of the proposed menu.
- There is a valuable 25 page "CALIFORNIA PLAN CHECK GUIDE" which describes the above requirements in greater detail. Call (510)567-6700 for a copy or visit the Alameda County Environmental Health website at <http://www.acgov.org/aceh/>. Also see the law for these requirements in the "CALIFORNIA RETAIL FOOD CODE".
- It is strongly recommended that your plans are drawn by a professional who has food facility design experience. Look in the Yellow Pages under "Restaurant Equipment, Services & Supplies".

- Plan check fees vary with the type and size of the proposed food facility. Call (510)567-6700 for the exact amount. Make checks payable to “Alameda County Environmental Health”. Initial plan review may take up to twenty (20) working days. After plan review is complete, you will be called to pick up two sets of approved plans and deliver them to the local Building Department. Environmental Health’s approval is required for food facilities before Building Permits are issued.
- Call your Environmental Health Plan Checker 48 hours in advance for:
  - Rough Plumbing Inspection (plumbing installed but not covered over)
  - Pre-Final & Final Inspections (before bringing in food)

## 2. Permit Application Forms

Building permits are documents which are obtained through the Office of Planning and Building authorizing the start of construction or remodeling of a building in the City of Oakland. There are four types of permits which may be required:

1. **Building Permit:** New construction, additions, alterations, house moves, demolition, or repairs to either residential or non-residential structures.
2. **Electrical Permit:** New installations, additions, extension, alterations, changes, and fire and accident repairs of any electrical wiring and electrical equipment associated with a structure or project. Separate permits are required for wiring, fixtures, furnaces, and construction poles. For convenience, the wiring, fixtures, and furnaces may be combined on one permit if they are included on the original application. Construction poles will require a separate permit in every case.
3. **Plumbing Permit:** New installation, removal, alteration, repair, or replacement of any plumbing, gas, or drainage piping work, or any fixture or water heater or treating equipment in a building or premise. A separate permit is required for each building or structure and privies used during construction.
4. **Mechanical Permit:** New installations; alterations; repair; replacement; remodel; and/or removal of duct work, heating, venting, or air conditioning equipment (HVAC) for each separate building or structure involved in the project.

## 3. Accessibility Worksheet

- Fill out this [Accessibility Worksheet](#) (6 pages)

## 4. Permits/Approvals from Other Departments

- Fill out this [Trade Permits application worksheet](#)

Health

[http://www.acgov.org/form\\_app/feedback/feedback.jsp?id=DEH](http://www.acgov.org/form_app/feedback/feedback.jsp?id=DEH)

Electrical

Mechanical

Plumbing

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## Miscellaneous Infoz

### Plumbing

#### Plumbing Fixture Compliance

SB 407 also requires all noncompliant plumbing fixtures in any multifamily residential and any commercial building to be replaced with water-conserving plumbing fixtures in the following circumstances:

(A) For building additions in which the sum of concurrent building permits by the same permit applicant would increase the floor area of the space in a building by more than 10 percent, the building permit applicant shall replace all noncompliant plumbing fixtures in the building.

(B) For building alterations or improvements in which the total construction cost estimated in the building permit is greater than one hundred fifty thousand dollars (\$150,000), the building permit applicant shall replace all noncompliant plumbing fixtures that service the specific area of the improvement.

(C) Notwithstanding subparagraph (A) or (B), for any alterations or improvements to a room in a building that require a building permit and that room contains any noncompliant plumbing fixtures, the building permit applicant shall replace all noncompliant plumbing fixtures in that room. SB 407 also requires all noncompliant plumbing fixtures in multifamily residential and commercial buildings to be replaced With water-conserving plumbing fixtures on or before January 1, 2019, whether or not there are alterations or improvements Made to the building.

#### Stormwater Requirements

Development projects in Oakland are subject to the requirements of Provision C.3 of the Municipal Regional Stormwater Permit (MRP) issued under the National Pollutant

Discharge Elimination System (NPDES). Pursuant to C.3, certain development projects are required to implement post-construction stormwater management measures to reduce stormwater pollution and limit increases in stormwater flows. The links below provide additional information about C.3 requirements:

- [Stormwater Flyer](#)
- [Overview of C.3 Requirements](#)
- [C.3 Technical Guidance for Developers, Builders and Applicants](#)
- [Stormwater Supplemental Form](#)
- [Alameda Countywide Clean Water Program](#)
- [Landscape Design Fact Sheet](#)
- [Pervious Paving Fact Sheet](#)
- [Rain Barrel Fact Sheet](#)
- [Rain Garden Fact Sheet](#)