



## **KITCHEN REMODEL PERMIT** **SUBMITTAL REQUIREMENTS**

Updated 12/17/2020

1. [Permit application](#). (The applicant is the person applying for the permit not the contractor)
  - a. Provide a clear scope of work
  - b. Ensure the application is legible.
2. Letter of authorization on company letterhead authorizing the individual applying for and obtaining the permit on the company's behalf.
3. Owner Builder permits require an [Owner / Builder Declaration](#).
4. Method of payment – utilize the [credit card authorization form](#) available on the Building page.
5. Floor plan showing existing and proposed layout. Floor plan must include the following:
  - a. All cabinetry.
  - b. All electrical including the lighting, switches, and outlets.
  - c. Sink, refrigerator, and stove.

Any structural modifications will require framing details and possibly structural calculations. This type of review does require a full plan review and is not an immediate issue permit.

Email these items to [building2@ci.pinole.ca.us](mailto:building2@ci.pinole.ca.us).

Fees: Please refer to the [fee schedule](#).