

RESIDENTIAL: SKYLIGHTS

GENERAL INFORMATION:

A building permit is required for the installation or replacement of a skylight. Permits are required prior to installation or replacement such items. Following is a listing of the general requirements for skylights based on the 2016 California Building Code, 2016 California Residential Code, 2016 California Plumbing Code, and 2016 California Energy Efficiency Standards. This brochure is intended to provide general information, contact the Building Safety Division for any questions or additional information.

THINGS TO KNOW:

- A Building Permit may be issued only to a State of California Licensed Contractor or the Homeowner. If the Homeowner hires workers, State Law requires the Homeowner to obtain Worker's Compensation Insurance.
- When a permit is required for an alteration, repair or addition exceeding *one thousand dollars (\$1,000.00)* to an existing dwelling unit that has an attached garage or fuel-burning appliance, the dwelling unit shall be provided with a Smoke Alarm and Carbon Monoxide Alarm in accordance with the currently adopted code.
- Skylights can be approved over-the-counter with an *appointment only* or submitted for a 15 business day standard review. For appointments please call us at 510-494-4461 or email us at dsc_recep@fremont.gov

SUBMITTAL DOCUMENT REQUIREMENTS: The forms below shall be completed prior to your submittal.

- Building Permit Application
- Owner/Builder Form (*if applicable*)
- Construction Debris Hauler Acknowledgement Form and Waste Handling Plan
- Two (2) sets of Engineering Calculations and details if any prefabricated trusses are cut showing where rafters, and/or ceiling joists are cut, double rafters and ceiling joists adjacent to skylight are required.
- Two (2) sets of roof framing plans showing the size and spacing of existing rafters and ceiling joists and the framing of the skylight well, including gypsum board, and wall framing.

PLAN SUBMITTAL REQUIREMENTS:

Complete sets of building plans and documents are required for the plan check of the proposed demolition. Plan size shall be at least 11"x17" all dimensions and scales shall be clearly indicated on the plans. You may be required by the Building Official to obtain a registered architect or professional engineer to prepare your building plans. The City of Fremont requires:

- Three (3) sets of complete building plans, consisting of:
 - **Property Information:** The following information shall be on the first sheet of the plan set: property address; zoning district; flood zone, if applicable; average front,

side and rear setbacks to property lines; property owner's information, designer's or architect's and engineer's contact information.

- **Roof Plan:** Show locations of proposed skylights, indicate dimensions
- **Framing Plan:** Provide framing details for new openings and supplemental calculations if applicable.

PLAN CHECK PROCESS:

Applications for residential skylights require up to 15 days or more review time; once the permit is approved and issued, work must be commenced and inspected every 180 days in order to keep the permit from expiring.

FEES: *Other fees may apply; refer to the currently adopted fee schedule for further fee information.*

- Plan Check Fee – 100% of Building Permit Fee
- Building Permit Fee – Based on Valuation
- Permit Application Fee
- Document Imaging Fee
- Community Planning Fees – 15% of Permit and Plan Check Fees
- Building Standard Fee

INSPECTIONS:

Skylights typically require two (2) inspections. First is a Rough Frame code 133, followed by a Final Building code 199.

TO SCHEDULE AN INSPECTION:

Please call our Automated Inspection Request Service or online at Fremont.gov/CitizenAccess. Inspections may be requested up to 3 days in advance of the requested inspection day, but no later than 3:00 pm the business day prior to the requested inspection day.

To identify the time of day your project is scheduled for inspection, please call your inspector directly on the scheduled inspection day at 8:00 am. The inspector's name and phone number are identified on the Inspection Record card.

ADDITIONAL SPECIFIC REQUIREMENTS:

- **Installation Standards** (CBC 102.4 and CRC R102.4) Skylights shall be installed in accordance with the manufacturer's requirements (including new flashing).
- **Efficiency Standards** (CEES 150.2(b)) When replacing an existing skylight, the newly installed skylight shall have a maximum U-factor of 0.55 and a maximum Solar Heat Gain Coefficient (SHGC) of 0.30. Newly installed skylights shall meet the following efficiency ratings based on the cumulative area:

CUMULATIVE AREA OF INSTALLED SKYLIGHTS	U-FACTOR
≤16 SQUARE FEET	0.55 MAXIMUM
>16 SQUARE FEET	0.32 MAXIMUM

Tubular skylights with a maximum of 3 square feet in area and containing dual-panel diffusers are not required to meet U-factor.

- **Located Near Fire-Rated Walls** (CBC 2610.7) Where openings in exterior/common walls are required to be of fire-rated construction (typically for condominiums/apartment,

shared walls of townhouses, and single-family/duplex building less than 5 feet to the property line) skylights shall be a minimum of 6 feet from the wall.

- **Roof Slope** (CBC 2610.2, CRC R308.6.8) Skylights installed on a roof slope of less than 3:12 (25%), the skylight shall be mounted on a curb and a minimum of 4 inches above the roof (unless otherwise specified by the manufacturer).
- **Distance to Roof-Top Vents** (CPC 906.2) Operable skylights shall be located a minimum of 10 feet from all plumbing vents or the vent shall terminate 3 feet above the skylight. Operable skylights shall be a minimum of 3 feet from any environmental air vent (i.e. stove hood, bathroom fan, etc.).
- **Distance Between Skylights** (CBC 2610.6) In apartments and condominiums, plastic skylights shall be a minimum of 4 feet from each other, unless:
 - The skylights are located within the same room or space and the maximum area of the skylight is 100 square feet (measured within curb), or
 - The building is equipped throughout with an automatic fire sprinkler system

GENERAL CONTACT INFORMATION:

DEVELOPMENT SERVICES CENTER

39550 Liberty Street, Fremont, CA 94538

(510) 494-4443

Building and Safety (510) 494-4400

Community Preservation (510) 494-4430

Inspection Scheduling (510) 494-4885

Plans & Permits Division (510) 494-4460

Planning Division (510) 494-4440

Zoning Information Line (510) 494-4455