



## **Checklist for an Exhaust Hood Submittal**

To qualify for an exhaust hood release, an applicant must provide a complete application form (ACDR) indicating the hood scope of work, as either a new filing, or as a partial (or provide a complete addendum application to file as a revision to a previously released mechanical Construction Design Release) and a complete set of exhaust hood drawings demonstrating compliance with all applicable building laws and fire safety laws. Minimum submittal requirements for the exhaust hood scope include the following, as applicable:

- A site plan, drawn to scale, showing the dimensioned location of the building's exhaust system relative to property lines, adjacent buildings on the same property, as well as widths of any streets or easements bordering the property;
- A dimensioned floor plan drawn to scale, showing the area in which the hood is located and showing such items as wall configurations, fire ratings, exit ways and room designation;
- Sections and details of wall(s), floor(s) and roof(s) of the room in which the hood is located, showing dimensions and construction materials;
- Details indicating maintenance of required structural and fire-resistive integrity at all wall, floor, ceiling and roof penetrations;
- Mechanical plans showing location and size of ductwork, equipment, type of proposed hood, type and size of proposed appliances, hood supports, hood penetrations, grease gutters, canopy size and location, hood capacity ventilation/exhaust systems, and makeup air;
- For Type I hoods, plans for automatic fire-extinguishing systems showing piping size and spacing:
  - Plans shall be prepared by qualified persons trained in the design and application of these fire extinguishing systems;
  - Any necessary plans and other drawings, to scale, as needed to fully illustrate the system and its installation, sufficient in detail to evaluate the hazard(s) and to evaluate the effectiveness of the system;
  - Details on the system including:
    - Amount of chemical;
    - Size, length and arrangement of piping, or piping and hose;

- Description and location of nozzles demonstrating adequacy of the system;
  - Flow rates of the nozzles in any engineered system;
  - Location and function of detection devices, operating devices, auxiliary equipment and electrical circuitry;
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- Plans for fire detection and alarm systems, if used, showing locations;
  - Any additional information that may be necessary to illustrate design intent and demonstrate full compliance with the applicable building and fire safety laws and the rules of the commission.
  - No plans may be labeled “Preliminary,” “Not for Construction,” “For Reference Only,” “Future,” “Optional” or the like. They are unacceptable for plan review purposes.