VILLAGE OF BRONXVILLE
BUILDING & PLANNING DEPARTMENT
COMMERCIAL COOKING HOOD INSTALLATION PERMIT

200 Pondfield Road
Bronxville, NY 10708 **Phone: 914-337-7338** **www.VillageofBronxville.com**

FILING FEE: $ 100.00

In accordance with the New York State Fire Prevention and Building Code. Plan Submittals and Installation shall be in accordance with the requirements detailed and contained in the National Fire Protection Association (NFPA) Chapter 96 Standard- 2008 Edition (Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations) and current manufacturer specifications.

Applicant & Property Information	Business Name				
	Address	Suite	City	State	Zip Code
	Telephone	Work Telephone	Email Address		
	Property Owner or Mailing Address if different from above				
	Name or DBA				
	Address	Suite	City	State	Zip Code
	Telephone	Work Telephone			
Installation Company / Agent to Owner	Company Name				
	Contact Name				
	Address	City	State	Zip Code	
	Telephone	Mobile Telephone	Email		
	Extinguisher License #				

The undersigned represents that this application for a permit as described herein will be in accordance with all ordinances of the Village of Bronxville and the Fire and Building Code of New York State and that any plans or specifications submitted with this application are the plans or specifications relating to this permit and no other.

Refer to Kitchen Ventilation Hood Installation Plan Review and Permit Submittal Requirements

Applicant Signature			Applicant Name (Print)		Application Date

	/ /					/ /
Date Received	S/B/L	Appl. Number	Fee Paid	Check #	Permit Number	Date Approved

General

1. Provide design drawings for the commercial kitchen hood and duct system with preliminary static pressure loss calculations and room ventilation balancing sealed by a by a licensed Professional Engineer or a Registered Architect as required by the New York State Department of Education Law with current renewal dates and original “wet” signatures

2. Show the kitchen layout, location and type of cooking equipment, exhaust and supply duct systems, exhaust and supply air fans, fuel or electrical power supply, automatic fire extinguishing system and manual pull system activation location, means of egress, prep tables, cabinets, electrical control panels, fire alarm system activation and monitoring, and extra hazard fire extinguisher location.

3. Three (3) copies of stamped plans must be submitted for review.

4. Preferred Construction Documents Size - Sheet “D” 24” X 36” (Fire Marshal may approve other sizes by request)

5. Copies shall all be the same size, drawn in indelible ink.

6. Sheets that are cut and pasted, taped, or that have been altered by any means (pen, pencil, marking pen, etc.) will not be accepted for plan check.

7. Plans that are not legible may be rejected as unacceptable for plan review purposes.

8. Distinguish new from existing equipment with “N “and “E” subscripts.

9. All Applicable codes: Ensure the current codes and editions are listed on the plans.

10. Authority Having Jurisdiction (Town of Eastchester Fire Inspector)

11. Scope of work: Brief project description as it pertains to your plan submittal.

Commercial Hood

1. Cooking equipment used in processes producing smoke or grease laden vapors must be equipped with an exhaust system which includes a commercial hood, grease removal devices, an exhaust duct system, and an automatic fire extinguishing system. [MCNYS 507.1 and 507.2.1]

2. A commercial cooking exhaust hood is required for domestic cooking appliances used for commercial purposes. [MCNYS 507.2.3]

3. Provide a schedule for the cooking exhaust hood, hood manufacturer and model number, hood length and width, cfm ratings, and hood collar static pressure loss. [MCNYS 507.2.1]

4. The hood must be listed by a nationally recognized testing laboratory (U.L., ETL, etc.). Provide the following listing information on plans: online U.L. listing card/file and identify specific criteria for the system: model number, minimum exhaust cfm, maximum supply cfm, and maximum cooking surface temperature. [MCNYS 507.1]

5. The hood canopy must overhang or extend a horizontal distance of not less than 6 inches beyond the edge of the top horizontal surface of the appliance on all open sides (see Exception). The vertical distance between the front lower lip of the hood and the appliance must not exceed 4 feet. [MCNYS 507.12]

6. Show a scaled full height cross section of the hood with exhaust and supply duct systems. The exhaust hood must be installed with a clearance to combustibles (no wood) of not less than 18 inches (see Exception). [IMC 507.9] Show mounting height above finish floor. Include noncombustible hood mounting supports. [MCNYS 507.6]

7. Show new and existing cooking equipment layout. Identify fuel or electrical power supply for all equipment whether new, existing, or not in contract. Show electric shunt trip and gas solenoid shut off valve. [IBC 904.3]

8. Provide a kitchen area supply and exhaust air balancing schedule verifying that the total outdoor air supplied equals the volume removed. [MCNYS 403.1]

9. The hood exhaust fan must automatically activate whenever cooking operations occur (see Exception No. 3. MCNYS 507.1). [MCNYS 507.2.1.1]

10. Show that the automatic fire extinguishing system is connected to the building monitored fire alarm system. [FCNYS 907.13 and 907.14]

Exhaust and Supply Fans

1. Provide a schedule for the cooking hood exhaust and supply fans manufacturer, model numbers, cfm ratings and fan static pressure ratings. The exhaust fan must be listed for greasy atmosphere by a nationally recognized testing laboratory (U.L., etc.). [IMC 506.5.1 Exception]

2. Exhaust outlets:

A. Exhaust outlets that terminate at the roof must have the discharge opening not less than 40 inches above the roof surface. MCNYS 506.3.12.1]

B. Exhaust outlets must be located not less than 10 feet horizontally from parts of the same building, adjacent buildings, adjacent property lines, and intake openings into any building (see Exception for 5 feet clearances), and not less than 10 feet above the adjoining grade level. [MCNYS 506.3.12.3 and MCNYS 401.4]

C. Exhaust outlet may terminate through exterior walls where the discharge does not create a public nuisance or a fire hazard. Other exterior openings must not be located within 3 feet of such terminations. No exhaust outlets are permitted where protected openings are required by the BCNYS. [MCNYS 506.3.12.2]

3. Exhaust fans must be positioned so that the discharge does not impinge on the roof, other equipment, or appliance, or parts of the structure. [MCNYS 506.5.2]

Exhaust Duct System

1. Provide a table of static pressure losses for the elements of the exhaust duct system: collar, straight segments, and any change of direction. [506.3 & 506.3.4]

2. Exhaust ducts must be designed and sized to provide a minimum air velocity of 500 feet per minute. [IMC 506.3.4] Identify the largest cross section area of the duct system and provide calculations demonstrating how it meets 500 fpm.

3. Grease duct systems and exhaust equipment serving a kitchen hood must have a clearance to combustible construction. [IMC 506.3.6] Provide a scaled detail showing the necessary clearances for the exhaust duct system.

A. Minimum 18 inches clearance to combustible materials (no wood).

B. Minimum three inches to noncombustible construction and gypsum wallboard attached to noncombustible structures.

C. Listed and labeled factory built commercial kitchen grease ducts may be used to reduce clearance requirements. [IMC 506.3.6 Exception 1 & Section 302.1]

4. All sections of the exhaust duct system must be constructed and installed so that grease cannot collect in any portion of the duct and must slope not less than ¼ inch per foot (2 percent slope) toward either the hood or an approved grease reservoir unless the duct is tested and listed according to UL 1978. [IMC 506.3.7]

5. Grease ducts:

A. Must be constructed of steel not less than 0.055 inch (No. 16 Gage) in thickness or stainless steel not less than 0.044 inch (No. 18 Gage) in thickness (see Exception for listed grease duct). [IMC 506.3.1.1]

B. All seams, joints, and penetrations must have liquid tight external welds. [IMC 506.3.2]

C. Ducts exposed to the outside atmosphere must be protected against corrosion in an approved manner. [IMC 506.2]

D. A separate grease duct system must be provided for each hood (see Exceptions). [IMC

506.3.5]

E. A grease duct penetration through a fire resistance rated ceiling, wall, or floor must be protected by fire resistance rated shaft construction. Minimum clearances must be maintained between the grease duct and shaft enclosure. [IMC 506.3.10] See Exception 2 for UL 2221. Fire resistance rated access openings through the rated shaft must be provided at grease duct cleanouts. [IMC 506.3.11]

6. Any portion of grease duct having sections not provided with access from the duct entry or discharge must be provided with cleanout openings. [IMC 506.3.8 and 506.3.9] Show locations.

SECTION 1								DESIGN REQUIREMENTS
How frequent will you be using kitchen cooking appliances?								
	Once a week or less?				More than once a week?			
What type of cooking process will you be utilizing (Check all that apply)								
	Warming of food		Cooking of food		Frying of Food			
	LP Gas		Natural Gas		Solid Fuel		Electric	

SECTION 2			TYPE OF HOOD
Yes	No	N/A	"Type I" or "Type II" Hood(s)?
			Type I Hood Collecting and removal of grease and smoke (507.2.1)
			Type I Hood (Solid Fuel) - Collecting and removal of grease and smoke
			Type II Hood Collecting and removal of steam, vapor, heat, or odors. (507.2.2) *(Not required for: countertop electrically heated appliances such as: toasters, steam tables, popcorn poppers, hot dog cookers, coffee makers, rice cookers, egg cookers, and holding/warming oven.* *(Additional heat and moisture loads generated by such appliances shall be accounted for in the design of the HVAC System) (I507.2.2)*

Manufacturer of Hood	
Manufacturer	
Make	
Model	

SECTION 3						STYLE OF EXHAUST HOOD
Style of Exhaust Hood(s)					Check all that apply	
	Wall Mounted Canopy		Single Island Canopy		Double Island Canopy	
	Eyebrow		Back Shelf		Pass Over	

SECTION 4		LISTED & "LABLED" REQUIREMENTS
Yes	No	
		Designed per UL 710 Standard Exhaust Hoods for Commercial Cooking Equipment?
		Hood provided with an attached label, symbol, or other identifying mark of the "listed" organization engaged in product evaluation?
		Hood "listing card" provided with application?
		Detailed Information provided on Cooking Appliances provided ***(see Item # 8 below)***
		If hood is not listed per UL 710 Standards, Complete Section # 5 below.

SECTION 5		UNLISTED & UNLABLED HOOD REQUIREMENTS
Yes	No	***(Skip this section if not applicable)***
		Designed per 507.13 Requirements?
		Detailed Information provided on Cooking Appliances "Duty Ratings" ***(complete Section # 9)***

SECTION 6		Size, Location, and Outlet requirements of Hood(s)
Yes	No	
		Detailed Drawing provided in application?
		6 inch hood "overhang" from cooking appliances provided? (507.12)
		Amount of Linear Feet of Hood used in design, provided?_____(feet)
		Each "exhaust outlet" does not serve more than a 12-foot section of hood? (507.15)
		Maximum Distance from Cooking Surface(s) to lip of hood, per manufacturer's instructions provided?_____(inches) • Canopy Hoods (4 feet maximum distance) (507.12) • Non Canopy Hoods (3 feet maximum distance) (507.14)

SECTION 7			Detailed Diagram of Cooking Equipment under hood & Appliance Type Information
Yes	No	N/A	
			Detailed Drawings showing dimensional location(s) of Cooking Equipment under hood in application?
			Detailed "Appliance Type" specification sheets "cut sheets" provided in submittal? (202) Check all that apply
			High heat appliance(s) (flue temp. less than 2,000 F.)
			Medium heat appliance(s) (flue temp .more than 1,000 F., but less than 2,000 F.)
			Low heat appliance(s) residential appliances (flue temp. Less than 1,000 F.)
			Hood Front Face Length of Hood (in linear feet) "details" provided in Section 6?
			Electric Cooking Equipment designed to UL 197 standards?
			Gas Cooking Equipment designed to UL 795 or ANSI Z83 Standards?
			Wood Fired Cooking Equipment designed to UL 2162 Standards?

SECTION 8			Appliance Duty Rating Classification(s) ("Listed" Hood Classification provided by Mfg)(507.13)
Yes	No	N/A	
			Extra Heavy Duty Must have "separate" exhaust hood (per 506.2.3)
			Heavy Duty
			Medium Duty
			Light Duty

SECTION 9			Appliance Duty Rating Classification(s) "ASHRAE Standard 154"
Yes	No	N/A	
			Extra Heavy Duty (Solid Fuel Charcoal, Briquettes, or Wood) Must have "separate" exhaust hood (506.2.3)
			Heavy Duty Electric & Gas Broilers, Electric & Gas Conveyor Boilers, Gas Open Burner Ranges (with or without oven), Electric & Gas Wok Ranges, Salamanders
			Medium Duty Electric & Gas Ranges (with or without oven), Electric & Gas riddles, Electric & Gas Fryers (including donut fryers), Electric & Gas Pasta Cookers, Electric & Gas Conveyor Pizza Ovens, Electric & Gas Rotisseries
			Light Duty Gas & Electric Ovens, Electric & Gas Steam- Jacketed Kettles, Electric & Gas Steamers, Electric & Gas Cheesemelters.

SECTION 10			Ductless Hoods
Yes	No	N/A	(*Skip this section if not applicable*)
			Designed in accordance with UL 710B Standards?
			Listed Information provided in application?
			Manufacturer's information provided in application?
SECTION 11			**Hood Material and Gage**
Type I Hoods			
Yes	No	N/A	
			Minimum 20 Gage Stainless Steel, provided? (507.4)
			External hood joints, seams and penetrations welded, & sealed grease tight? (507.7.1)
			Internal hood joints, seams, penetrations, filter support frames and other appendages attached inside the hood sealed grease tight? (507.7.1)
Type II Hoods			
Yes	No	N/A	
			Minimum 24 Gage- Stainless Steel, provided? (507.5)
			Joints, seams, and penetrations water tight? (507.7.2)
SECTION 12			**Hood Supports (507.6)**
Yes	No	N/A	
			Type I Hoods secured in place by non- combustible supports? (507.6)
			All hoods shall be adequate for the applied load of the hood, unsupported ductwork, and possible weight of personnel working in or on the hood? (507.6)
SECTION 13			**Hood Clearance to Combustible Materials (507.9)**
Yes	No	N/A	
			18 inches to combustible material, provided?
			A non combustible wall or panel, with a smooth, cleanable, and corrosion resistant surface, provided?
			0 inches to non combustible materials, detailed "installation specifications" provided with submittal?
SECTION 14			**Grease Filters (507.11 & Table- 507.11)**
Yes	No		
			Grease filters designed to meet UL 1046 Standards? (No Mesh Filters Permitted)
			Tight-Fitting & Readily Removable without the use of tools? (507.11.1)
			Drip tray provided beneath lower edge of filters and pitched to collect grease? (607.11.2)
			Grease gutters provided to allow access for cleaning? (507.8)
			Filters installed at an angle not less than 45 degrees from horizontal? (507.11.2)
			Drip tray provided beneath lower edge of filters and pitched to collect grease? (507.11.1)

SECTION 15 **Suppression Piping Penetrations into Hood (507.7.1 & 509.1)**

Yes	No	
		Shall have liquid tight continuous external weld or be sealed by labeled device.

SECTION 16 **"Compensating Hoods" make-up air delivered directly into Canopy Hood(s)**

"Fire Damper" Required for:

Yes	No	N/A	
			Short Circuit (Internal Supply Make Up Air) Damper, provided?
			Air Curtain or Down Face Damper (Internal Supply MUA), provided?

SECTION 17

ALL answers checked "NO", must be provided with a detailed written narrative below:

DESIGN REQUIREMENTS FOR DUCTS

1. Duct size and requirement(s)

Yes	No	
		Duct size dimensions and locations shown on plans submitted?
		Not interconnected with any other building ventilation or exhaust system?(506.3.5)
		Electrical wiring or wiring systems are not located within duct? (301.7)
		Designed per UL 1978 Standards? (304.1 & 506.3.1.1, Exception 1)
		Designed per manufacturer's instructions? (304.1)
		A copy of the "manufacturer's installation instructions" included in plan application ? (304.1)
		A copy of the "manufacturer's installation instructions" provided to owner or representative and available on the job site at the time of inspection ? (304.1)

2. Exhaust Duct Velocity (Need Specifications on Exhaust Fan to calculate)

Yes	No	
		Sized to meet 500 feet per minute (fpm) minimum requirements? (506.3.4)

3. Construction "Type I Ducts" (Not applicable for Type II Hoods)		
Yes	No	
		.055 inch thick Steel (#16 manufacturer's standard gauge)? (506.3.1.1)
		.044 inch thick (# 18 gauge Stainless Steel)? (506.3.1.1)
		Listed and labeled per UL 1978? (506.3.1.1)
		Labeled grease ducts installed according to mfg. recommendation provided? (304.1)
		All portions of the duct "leak tight"? (I506.3.3.1)
		"Grease Duct Test Leakage Test" to be performed in the presence of Code Official? (506.3.3.1)
		Ducts exposed to outside atmosphere protected against corrosion (506.8.3)?
		Duct to hood joints designed per Code? (506.3.2.2)
		Duct bracing & support shall not penetrate duct walls? (506.9.1)

4. Duct(s) penetrating fire-resistive construction: (506.3.10)			
Yes	No	N/A	
			Interior Floor(s) greater than 2 stories shall be in fire- rated shaft enclosures, with access openings on every floor?
			Exterior Wall penetrations allowed only in locations allowed as "unprotected openings" per the Building Code New York State ?
			Ducts shall not pass through Vertical Fire Barrier Walls or Fire Walls, unless: Protected by a shaft enclosure protected with a through- penetration fire stop system (TPFS)in accordance with ASTM E 814 & having a "F" and "T" rating equal to fire rating of the assembly? (506.3.10) Having a "pre- fabricated" grease duct enclosure in accordance with UL 2221, and being protected with a TPFS system in accordance with ASTM E 814 & having a "F" and "T"? (I506.3.10)Will provide a copy of the "manufacturer's installation instructions" and "listing" (Cut sheet) with application? (304.1)
			Hood shaft protection type if required circle one - (UL Blanket Wrap or One Hour Enclosure)

5. Type I Duct(s) "Clearance to Combustibles"			
Yes	No	N/A	
			18 inches to combustible material? (506.4, 506.5.4, & 506.3.1.2)
			0 inches to noncombustible material? (Listed Duct Wrap) (506.3.1.2)
			Fire-resistance Duct Wrap Materials "Listings" & "Manufacturers Installation Instructions" included with plan submittal? (304.1)
			Rated Shaft Enclosure provided? (506.3.10)

6. Access Panel Openings for Inspection and Maintenance of Grease Ducts			
Yes	No	N/A	
			Same material and thickness as duct?
			Provided with "tight fitting" sliding or hinged doors? (506.3.11) Exhaust ducts in concealed locations, shall be indicated by permanent labels or tags installed in observable locations? (504.6.1)
			"Listed" Grease Tight Gasket and Sealant provided on openings? (506.3.8)
			Access doors shall not have fasteners that penetrate the duct, and operable without the use of a tool ? (506.3.8)

			To be installed according to mfg. instructions & copies of listing provided in application packet? (304.1)
			Sign posted on all access panels marked "Access Panel Do Not Obstruct"? (506.3.11)
			Horizontal Sections of Duct access panels spaced not more than 20 feet apart? (506.3.9) Vertical Sections, access panels provided at the top of the vertical riser, and at each floor level in multi-story buildings? (506.3.11)
			Access Panel(s) provided at each changes of direction?
			Minimum dimension of "side openings" shall be 12 inches on each side? If can't provide minimum dimension, duct openings shall be located on the top of the duct (506.3.9)
			Cleanouts located on the top of duct, shall meet a minimum of 1 inch from the sides of the duct, and shall be readily accessible for maintenance? (506.3.9)
			At least one (1) 20 inches by 20 inches "opening" located where ductwork is large enough to allow entry of personnel, with adequate supports? (506.3.8.1)
			Cleanouts located on the side of ducts, shall be greater than 1.5 inches above bottom of the duct, and not closer than 1 inch to the top of the duct ? (506.3.9)

7.Prevention of Grease Accumulation in horizontal ducts (Slope Requirements)(506.3.7)

Yes	No	N/A	
			Slope of ¼ inch per lineal foot toward hood or approved grease reservoir?
			Greater than 75 feet horizontal length, Slope of 1 inch per lineal foot toward hood?

8. ALL answers checked "NO", must be provided with a detailed written narrative below:

DESIGN REQUIREMENTS FOR EXHAUST FAN(S)

Manufacturer	
Make	
Model	

1. Listed and Labeled Fan

Yes	No	
		Designed per UL 762 Standard Restaurant Exhaust Appliances? (I506.5.1)
		Equipment or materials has been attached a label, symbol, or other identifying mark of the organization engaged in product evaluation? (506.5)

2. Hood Controls (Electrical)		
Yes	No	
		Make up fan(s) " electrically interlocked" to operate whenever cooking operations occur and automatically controlled to start and operate simultaneously with exhaust system? (including "Kitchen" HVAC air supplied at no more than 20%) (507.2.1.1 & 508.1)
		Make up fan "interlocked" with fire suppression system to shut down when suppression system activates? (508.1)
		Exhaust fans continue to operate after the fire extinguishment system activates & supply fans serving exhaust hood assemblies with integrated supply air plenums shall be shut off with the fire- extinguishing equipment is activated.
		Is a Hood fire protection system activated horn /strobe warning device (s) provided in eating area? Type and Location (If the bldg. has a fire alarm system the hood system must actuate it) Fire Alarm(where required) is activated upon automatic or manual activation of suppression system? (IFCNYS 907.14)
		Gas and/or Electric Cooking Equipment located under hood shall shut down upon suppression activation (& shall require manual resetting prior to fuel or power restoration)? (FCNYS 904.11.2)
3. Fan Selection		
Minimum "**Exhaust Flow Requirements**" (*information required for* **each** *independent hood system*)		
Yes	No	
		_____CFM/ linear foot required (per listing provided by manufacturer, (507.13)
		Minimum Exhaust "Duct Velocity" Requirements (500 fpm)
		Actual Exhaust "Duct Velocity" per design_____fpm.
		Listed Information "cut sheet" provided in application? Manufacturer's installation instructions provided in application?
Minimum "Makeup Air Flow Requirements". (508.1)		
Yes	No	
		_____CFM required (per listing provided by manufacturer)
		Maximum 20% of required CFM delivered through Kitchen HVAC, ("interlocked" to "automatically" operate during cooking operations).(505.2)
		Amount of make- up air supplied shall be approximately equal to the amount of exhaust air?
		Tempered Makeup air provided? (makeup air shall not exceed 10 degrees F conditioned space air)? (508.1.1) Exception: Short Circuit Make up air delivered within the hood cavity, need not be tempered, except as required per manufacturer's instructions.
4. Termination of Fan		
Yes	No	
		Roof top Termination? (If yes, Complete Section #5 below)
		Wall Termination? (If yes, Complete Section # 6 below)

5. Roof-top Termination(s)		
Yes	No	
		Exhaust Outlets terminate more than 40 inches above roof? (506.3.12.1)
		Exhaust Outlets terminations shall not be directed towards nor impinge on any structure? (506.3.12.3)
		Provided with a grease drain system to a rainproof collection container or remote grease trap? (506.5.2)
		Flexible weatherproof electrical cable to permit proper inspection and cleaning (506.5.3)
		Hinged Kit provided permit proper inspection and cleaning (506.5.3)
Clearance(s)		
Yes	No	
		Minimum 10 feet of horizontal clearance to:(506.3.12.3 & 508.1& 401.4) -Contiguous and/or adjacent buildings, property lines, and above adjoining grade level. -Air Intakes Openings : minimum of 10 feet horizontal & 3 feet above
		Minimum of 5 feet of clearance from: (506.3.12.3) Contiguous and/or adjacent buildings, air intakes, property lines, and above adjoining grade level, when exhaust outlet discharges away from such locations.
Safe Access (**306.5**)		
Yes	No	
		Equipment located on structures 16 feet in height or greater, require permanent ladders?
		Equipment located on sloped roofs" greater than 25 percent (3 in 12) at any height, are required to have a platform not less than 30 inches in any dimension and provided with guardrails not less than 42 inches above the platform? Access to equipment platforms shall not require walking on roofs have a slope greater than 33 percent (4 in 12)?
		Equipment located outside of roofline, shall be provided with safe access and work platform for service, repair, and maintenance
		A receptacle outlet shall be provided at or near the equipment (306.5.2)
6. Wall Termination(s) (506.3.12.2)		
Yes	No	
		Exhaust Outlets terminations shall not be directed towards nor impinge on any structure? (506.3.12.3)
		Provided with a grease drain system to a rainproof collection container or remote grease trap? (506.5.2)
		Hinged Kit provided permit proper inspection and cleaning (506.5.3) Flexible weatherproof electrical cable to permit proper inspection and cleaning (506.5.3)
Clearance(s) (506.5.3.12)		
Yes	No	
		Permitted where does not create public nuisance or fire hazard?
		Shall not be located where "protected openings" are required per IBC? openings (window, doors, HVAC)?
		Shall not be located within 3 feet of exterior

		Minimum 10 feet of horizontal clearance to: (I506.3.12.3) - Contiguous and/or adjacent buildings, property lines, and above adjoining grade level.
Air Intakes Openings : minimum of 10 feet horizontal & 3 feet		
Yes	No	
		Minimum of 5 feet of clearance from: (506.3.12.3) -Contiguous and/or adjacent buildings, air intakes, property lines, and above adjoining grade level, when exhaust outlet discharges away from such locations.
		Minimum of 3 feet of clearance of exterior openings (windows, doors)?
Safe Access (306.5)		
Yes	No	
		Equipment located outside of roofline, shall be provided with safe access and work surface for inspection and cleaning?
		A receptacle outlet shall be provided at or near the equipment (306.5.2)
7. ALL answers checked "NO", must be provided with a detailed written narrative below		

Final Acceptance Testing

The completed system shall be tested by trained personnel as required by the manufacturer's listed installation and maintenance manual. The tests shall determine that the system has been properly installed and will function as intended.

Your hood installation and fire protection system must be acceptance tested for the following per the 2010 Editions of the Fire and Mechanical Codes of New York State so that: the protection system is approved and consistent with the hazard type, the location and listing of all devices is correct, the operating instructions are posted, the alarm location and function; a fire extinguishing test per the NFPA requirement by type of system is done, a manual pull test, system interconnection to shut down fuel supply, a ventilation test per MCNYS 507.16, a capture test per MCNYS 507.16.1.

Capture and containment test by the permit holder shall verify capture and containment performance of the exhaust system. This field test shall be conducted with all appliances under the hood at operating temperatures, with all sources of outdoor air providing makeup air for the hood operating and with all sources of recirculated air providing conditioning for the space in which the hood is located operating. Capture and containment shall be verified visually by observing smoke or steam produced by actual or simulated cooking, such as with smoke candles, smoke puffers, etc.

The simplest means of doing the performance test is using a T-T Puffer. Activate the puffer and use it to trace effluent around the entire perimeter of the hood, emitting smoke a few inches under the lower edges of the hood. If the smoke goes into the hood, it passes the test. If smoke goes out of the hood, adjustment is needed.

A grease duct test prior to the use or concealment of any portion of a grease duct system, a leakage test shall be performed in the presence of the code official. The permit holder will be responsible to provide the necessary equipment and perform the test (bare bulb light test).

The installer shall certify within a written statement that the system has been installed in accordance with NFPA 96 and the approved plans and the manufacturer's listed installation and maintenance manual.

Please read the information below and sign before submitting your application

Your application shall be deemed complete only if this checklist is completed and submitted along with the submittal package. Submittals not accompanied by a checklist will not be accepted. Accuracy of the submittal package, including this checklist, is the responsibility of the applicant. Failure to submit an accurate submittal package will be considered an incomplete application by the Plan Reviewer. An incomplete submittal will result in a **HOLD**. A Resubmittal (new submittal package) will be required and always results in a delay.

I have reviewed and checked the applicable boxes and have included those requirements in my submittal.

_____ _____

Print Name

Signature

_____

Date