



Office of the Illinois
State Fire Marshal

"Partnering With the Fire Service to Protect Illinois"

TECHNICAL SERVICES DIVISION

Phone: 312-814-8960 Fax: 312-814-3459 E-mail: SFM.Techservices@illinois.gov

HOOD & DUCT SYSTEM AND HOOD EXTINGUISHING SYSTEM PLAN SUBMITTAL FORM

Plans, accompanied by this form, should be submitted to:

Office of the State Fire Marshal
Division of Technical Services
James R. Thompson Center
100 W. Randolph Street Suite 4-600
Chicago, IL 60601

The hood and duct "system" consists of the hood, the duct, the exhaust fan, grease-removal devices and the fire suppression system. The OSFM plan review process addresses each of these separate subject areas. Each subject area will be reviewed and approved individually.

When only the suppression system an existing hood & duct system is being upgraded it is the responsibility of the owner and/or contractor to ensure that the existing hood & duct system is in compliance with the codes and standards applicable at the time of installation.

Property Information

Building Name : _____

Building Address: _____ County: _____

Owner's Name: _____

Owner's Address: _____

Owner's Phone: _____ Fax: _____ E-Mail: _____

Contractor/Designer Information

Company Name : _____

OSFM License #: _____

Company Address: _____

Contact Person (Designer): _____

Owner's Phone: _____ Fax: _____ E-Mail: _____

Note: If plans are forwarded by, or in the name of, the local fire chief, an address and telephone number should be provided indicating who can answer OSFM questions relative to the plans and to whom the plans should be returned to when review is completed.

Local Fire Department: _____

The Plans are for:

- Installation of a new hood, duct and suppression system
- Complete replacement of an existing hood, duct and suppression system.
- Replacement or remodeling of part of an existing system:
- Replacement of hood components
- Replacement of duct components
- Replacement of fire suppression components
- Conversion of an existing dry chemical suppression system to a liquid chemical system

Number of Stories (in the building)

- One Two Three Four > Four:

The System Being Submitted is Located on What Level:

- One Two Three Four > Four "High rise" (> 75 ft) Floor Level: _____

Occupancy Classification

- | | | |
|---|---|---|
| <input type="checkbox"/> Ambulatory Health Care | <input type="checkbox"/> Detention and Correctional | <input type="checkbox"/> Residential Board and Care |
| <input type="checkbox"/> Assembly | <input type="checkbox"/> Hotel/Dormitory | <input type="checkbox"/> Storage |
| <input type="checkbox"/> Apartment Building | <input type="checkbox"/> Industrial | |
| <input type="checkbox"/> Business | <input type="checkbox"/> Lodging & Rooming House | |
| <input type="checkbox"/> Day Care Center | <input type="checkbox"/> Mercantile | |
| <input type="checkbox"/> Day Care Home | <input type="checkbox"/> One- and Two-Family Dwelling | |
| <input type="checkbox"/> Mixed Occupancy Classifications: _____ | | |

GENERAL

1. Are complete drawings provided showing the system installation, including the hood(s), exhaust duct(s), and appliances, along with the interface of the fire-extinguishing system, detectors, piping nozzles, fuel shutoff devices, agents storage container(s), and location of the manual actuation device(s)? If the system is being renovated complete drawings may not be necessary, but include enough detail to verify compatibility with existing equipment and compliance with applicable codes. Yes No

2. Will the owner be provided with a copy of the manufacturer's installation and maintenance manual for the hood system and extinguishing system? Yes No N/A

3. Will the hood and duct system and the hood suppression system installation be in agreement with the terms and listing and the manufacturer's instructions, verified by Product Data Sheets for: exhaust fans, suppression systems, automatic gas shutoff valves, and factory built hoods? Yes No N/A

4. Is a statement included with the submittal indicating that the system, including all kitchen equipment and appliance, will be installed in accordance with manufacturer's installation instructions? Yes No N/A

5. Will the extinguishing system and hood system have an operational acceptance test in accordance with NFPA 96, NFPA 17A and the manufacturer's instructions? Yes No N/A

3. Does the submittal indicate the source of the makeup air for the exhaust and appliances? Yes No
4. Are ventilation calculations provided indicating a near negative pressure, exceeding 0.02 inch water column (4.98 kPA)? Yes No
5. Is internally supplied air shut down upon suppression system activation? Yes No N/A
6. Does the submittal indicate the gage of steel, stainless steel or copper sheeting for the exhaust hood or does the submittal indicate that the hood assembly is listed? Yes No

DUCTS AND EXHAUST FANS N/A

1. Are Product Data Sheets provided for the exhaust fan being used for the grease hood? Yes No
2. Are details for the grease diverter shown? (Include the size of vertical outlet, length of duct and low point drain outlet). Yes No N/A
3. Do the working plans indicate the gage of the exhaust duct or indicate that the hood is listed? (A minimum of 16 gage for steel and 18 gage for stainless steel is required). Yes No N/A
4. Are Product Data Sheets provided for factory built commercial kitchen ducts? Yes No N/A
5. Are joints and seams made with a continuous liquid tight weld or braze on the external side of the duct system? Yes No
6. Is the method of supporting the duct indicated? (The supports must be of noncombustible material and designed to carry gravity and seismic loads). Yes No
7. Is the ductwork to be installed so grease cannot collect in any portion? Yes No
8. Are openings provided at the sides or at the top of the duct, whichever is more accessible, and at changes of duct direction? (Openings shall be protected by approved access panels). Yes No N/A
9. Does the submittal indicate the location of the grease ducts in relation to the building's structural and fire-rated assemblies (floor/ceiling assemblies, roof assemblies and wall assemblies)? Information shall be provided about any enclosures or the isolation of ducts as required by building codes and the penetration of rated assemblies. Yes No
10. Does the submittal indicate the location of access panels? Yes No N/A
11. Are access panels of the same material and thickness as the duct? Access panels shall have a gasket or sealant that is rated for 1500°F and shall be greasetight. Fasteners, such as bolts, weld studs, latches, or wing nuts, used to secure the access panels shall be carbon steel or stainless steel and shall not penetrate duct walls. Yes No N/A
12. Does the submittal include details showing rooftop terminations? (The clearance from the outlet to adjacent buildings, property lines, and air intakes should be provided; a hinged upblast fan with the ductwork extending a minimum of 18 inches above the roof surface and the fan discharging a minimum of 40 inches above the roof surface. Also, the ability to drain grease out of any traps should be indicated). Yes No N/A
13. Does the submittal include detailed drawings showing wall terminations? Also, the wall construction type, clearance from the outlet to adjacent buildings, property lines, grade level, combustible construction, electrical equipment or lines, and the closest point of any air intake or operable door or window at or below the plane of the exhaust termination should be indicated. The ductwork pitch and method to drain the grease should also be indicated. Yes No N/A

