

FIRE SUPPRESSION

Submittal Checklist



For the installation or alteration of pre-engineered kitchen hood fire-suppression systems.

The following checklist sets the minimum requirements for a complete application. If you are not providing an item, specify the reason for omission at the end of this document. The submittal will be deemed incomplete if the submittal does not meet the minimum requirements of this checklist.

1	Building and Fire Prevention Permit Application	☐
2	Fire-Suppression Plans	☐
3	System Designer Certificate	☐
4	ICC/NAFED Certificate	☐
5	Manufacturers Manual and Cut Sheets	☐
6	Appliance Listing and Manuals	☐

** Additional materials may be requested during the review process.*

Upload PDF copies of the documents to the City's [Permit Portal](http://portal.cityofedgewood.org) (portal.cityofedgewood.org). Name each item exactly as identified in the table of documents. Include the name of the project and name and address of the applicant on every document. All documents must comply with our [Electronic Document Submittal Standards](#).

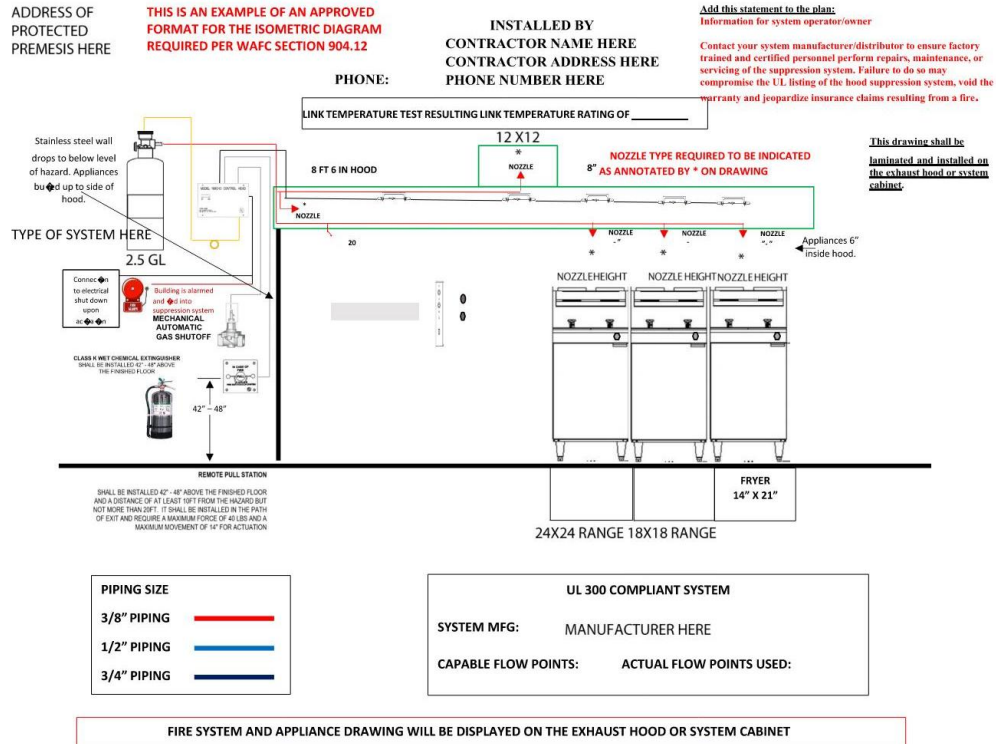
DOCUMENT COMPONENTS

1. Building and Fire Prevention Permit Application – A completed and signed [Building and Fire Prevention Application Form](#).
2. Fire-Suppression Plans - Plans should include the following list of information required on all plan submittals for review of an "Automatic Fire Suppression System" permit application. The plan shall be drawn to 1/8" = 1'-0" minimum scale. The applicant is required to submit all of this information so an accurate and timely review may be done: Copy of a scaled floor plan showing compliance with the 2018 WSFC & 904, including:
 - a. System location
 - b. Cooking appliances
 - c. Plenum dimensions and filter type (V Bank, Single Bank)

- d. Duct dimensions
 - e. Manual pull station location ->10' and <20' from kitchen exhaust system, in egress pathway
 - f. Class K fire extinguisher type as per manufacturer requirement and location
 - g. Note indicating deferred submittal for fire alarm permit if building is so equipped
 - h. Note on the plan stating that system shall be designed, installed, serviced, and maintained in accordance with NFPA 17A, NFPA 96, and manufacturer's instructions.
 - i. Sequence of operation including fuel/electricity/exhaust/makeup air interlocks/fire alarm integration
 - j. Note on drawing stating fusible link temperature to be determined by heat tape testing or heat gun method
 - k. Manufacturers technical data sheets
 - l. Appliance technical data sheets
 - m. Isometric plans showing appliance location, type of nozzles, nozzle location and height over appliances, calculated flow point chart, pipe type, pipe size and length, extinguishing agent tanks, fusible link locations, fusible link temp settings (after testing), and hood exhaust duct size. Add note to isometric plan stating:
 - INFORMATION TO SYSTEM OWNER/OPERATOR
Contact your system manufacturer/distributor to ensure factory trained and certified personnel perform repairs, maintenance, or servicing of the suppression system. Failure to do so may compromise the UL listing of the hood suppression system, void the warranty and jeopardize insurance claims resulting from a fire.
 - n. This isometric plan is required to be laminated and permanently posted on the exhaust hood or the system cabinet.
 - o. Certification and signature of system designer on layout drawings and calculations
 - p. Code editions utilized for design of system
 - q. Pigtails when appliances are on wheels (International Mechanical Code 96, 507)
3. System Designer Certificate - Provide an electronic copy of the System Designers current factory training certificate issued by the manufacturer of the system.
4. ICC/NAFED Certificate - Provide an electronic copy of the ICC/NAFED certificate for Pre-Engineered Kitchen Fire Extinguishing Systems issued to the designer of the system, required per WSFC 904.1.1.
5. Manufacturers Manual and Cut Sheets – Provided the manufacturers design, installation, operation, and servicing manual as well the cut sheets for fire nozzles, valves, connectors, hanger, bracing and tanks.

6. Appliance Listings and Manuals – Provided the appliance listings and manuals including installation instructions.

EXAMPLE



ADDITIONAL STEPS

- ☐ Electrical work shall be applied for under a separate [Electrical Permit](#).
- ☐ Additional mechanical permitting required on the installation of the make-up air unit and the Type 1 commercial hood and duct installation
- ☐ Acknowledgement of Requirements – These requirements must be accomplished prior to/at time of final inspection:
 - a. Manufacturers design, installation, operation and maintenance manual on site
 - b. Installer's factory training certificate on site at time of final inspection
 - c. Lamination of approved isometric plan permanently posted at/on the exhaust hood or system cabinet.
 - d. Wet chemical system acceptance test report filled out by the installer – Found in NFPA 17A Annex
 - e. Temperature survey utilizing heat tape to verify correct temperature fusible links are installed in accordance with applicable system installation manual. – To be verified at final inspection.
 - f. Fire Alarm integration testing shall be performed by a NICET II certified technician
 - g. Labor & Industries Electrical signed off
 - h. Mechanical permit signed off

If any document is not provided with this application, please explain using the corresponding item number.

Item	Reason for Omission
1	
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