

Exhaust Hood Plan Review Checklist

The following checklist is provided to assist you in filing for a permit for a kitchen exhaust system. Please complete this and submit project specific construction documents that demonstrate compliance with the attached information.

Plans should be submitted to the Permit Application Center (PAC) at the address above and will be routed to the appropriate City departments for review. Plan review may take up to 10 business days. Plans may be submitted for review the following ways:

- **Electronically** - Electronic plan submission is preferred and allows for a faster plan review. Please combine all sheets into one .pdf file and add bookmarks listing the sheet number to each page. Once plans are approved a paper copy will be requested. Submit plans using the following -
 - Via FTP site (contact us for login info)
 - Via Online Services website at www.cityofrockhill.com/onlineservices
- **Paper** - Plans may be mailed or hand delivered to the address above. Two paper copies are needed.

Complete the following forms:

- **Permit application** – this form should be completed by the fire alarm system installer/contractor
- **Plan Submittal Form** – this form tells us who to notify with plan review comments

Building Code

1. Type of System:

- Type I – Systems that vent fryers, grills, broilers, ovens or woks.
- Type II – Systems that vent steamers and other non-grease producing appliances.

2. Type of Materials:

- a. Is the hood stainless steel or other type of steel? If other, what type? _____
- b. Is the duct work stainless steel or other type of steel? If other, what type? _____
- c. Thickness of the steel for the hood: _____
- d. Thickness of the duct for the hood: _____
- e. Type of Hood and Duct Supports: _____
- f. Type of Seams and Joints: _____
- g. Grease gutters provided? _____
- h. Hood clearance reduction to combustibles design/specs: _____
- i. Duct clearance reduction to combustibles design/specs: _____
- j. Vibration Isolation System: _____
- k. Air Velocity within the duct system: _____
- l. Grease accumulation prevention system: _____
- m. Cleanouts: _____
- n. Grease Duct enclosure: _____
- o. Exhaust Termination: Roof _____ Wall _____
- p. Fire Suppression System: _____
- q. Exhaust fan mounting and clearance from the roof/wall or Combustibles: _____
- r. Exhaust fan distance from property lines: _____
- s. Exhaust fan distance from other vents or openings: _____
- t. Exhaust fan distance from adjacent buildings: _____
- u. Exhaust fan height above adjoining grade: _____

3. Hood Specs

- a. Style of Hood: _____
- b. Type of Filter: _____
- c. Height of filter above nearest cooking surface: _____
- d. Capacity of hood CFM: _____
- e. Make-up air system description and capacity: _____

Zoning Code

In addition to new commercial and institutional development, these standards shall apply to any commercial and institutional buildings existing on March 1, 2006, if any expansion or alteration exceeds fifty percent (50%) of structure's assessed value at the time of expansion or alteration.

6-800 (C) (9)(c) Roof Penetrations and Equipment

All roof-based mechanical equipment, as well as vents, pipes, antennas, satellite dishes, solar installations, and other roof penetrations (with the exception of chimneys) shall be located, to the degree practicable, on the rear elevations or screened with a parapet or screen wall having a three dimensional cornice treatment. The cornice of a parapet wall shall include a perpendicular projection a minimum of four (4) inches from the parapet façade plane. This standard is intended to minimize visual impact as seen from:

1. A public street;
2. Public areas of adjacent sites;
3. Vacant land classified as SF-2, SF-3, SF-4, SF-5, or SF-8; or
4. Lands containing single-family detached, attached, townhouse, or two- to four-family dwelling development.