COMMERCIAL KITCHEN HOOD WORKSHEET/ CHECKLIST

Two copies of this worksheet/checklist must accompany plans sets submitted with commercial kitchen application. The applicant is responsible for assuring the accuracy and consistency of the information. A copy must be on site for code compliance.

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1) Project Address:_____

2) Location of exterior ductwork and mechanical equipment

a) ☐ Is ductwork or mechanical equipment located outside of building other than roof top? ☐Yes ☐No

b) ☐ Applicant shall provide plan and elevation views showing ductwork, duct enclosure, hood, cooking surface air supply, exhaust system, and equipment support including structural detail. See examples 1&2

3) Type of Hood (circle appropriate hood)

a) ☐ Type I for grease and smoke removal (Example: deep fryer, char broiler, grills, ovens etc.)

b) ☐ Type II for steam, vapor, heat or odors (Example: steamer, soup kettle and dishwashers etc.)

4) Type of material and gage (510.5.1 and 508.1.1)

a) Type I Hood

	Type of Material	Minimum Requirement	Proposed
Duct & Plenum	Stainless Steel	18 Gage	_____ Gage
	Galvanized Steel	16 Gage	_____ Gage
Hood	Stainless Steel	20 Gage	_____ Gage
	Galvanized Steel	18 Gage	_____ Gage
Flashing	Stainless Steel	22 Gage	_____ Gage
	Galvanized Steel	22 Gage	_____ Gage

b) Type II Hood

Duct & Plenum		26 Gage up to 12" Diameter	_____ Gage
		22 Gage up to 30" Diameter	_____ Gage
Hood	Stainless Steel	24 Gage	_____ Gage
	Galvanized Steel	22 Gage	_____ Gage

5) Quantity of air exhausted through the hood

a) ☐ Listed hood only – Make and model No.:_____ Listed CFM_____

6) Exhaust duct system

a)□ Applicant shall provide the specified air velocity in exhaust duct.
b)□ Duct size _____ in. X _____in., duct area =_____in.x_____ in. = _____ sq.ft.
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c)□ Proposed Air Velocity – Required 500, recommended 2500
Air Velocity (FPM)_____/_____CFM/Duct Area(sq.ft.) = _____FPM
d)□ Static press loss do to filters or other = _____
e)□ Fan and Motor shall be of sufficient capacity to provide the required air movement. Fan motor shall not be installed within ducts or under hood.
i)□ Fan make and model_____ H.P. _____
ii)□Static pressure _____ in. at _____ cfm.
f)□ If using a listed duct wrap, provide manufacturer's installation instructions and listing documents.

7) Exhaust outlet location

	Minimum requirement	Proposed
a)□ Exhaust outlet shall terminate above roof	40 inch.	_____ inch.
b)□ Distance from same or adjacent building	10 feet	_____ inch.
c)□ Distance above adjoining grade	10 feet	_____ inch.
d)□ Distance from property line	10 feet	_____ inch.
e)□ Distance from windows and doors	10 feet	_____ inch.
f)□ Distance from mechanical air intake	10 feet	_____ inch.

8) Makeup air
a)□ Applicant shall provide makeup air adequate to prevent negative pressures in the cooking area.
b)□ Makeup air system shall be electrically interlocked with the exhaust system, such that the makeup air system will operate when the exhaust system is in operation.
c) Fan
i)□ Make and model _____ H.P. _____
ii)□Static Pressure_____ in. at cfm
iii)□Duct dimension_____, area _____ sq.ft.
iv)□Air velocity = cfm/area _____ / _____ = _____fpm

9) Slope of duct and cleanout access (510.0)
a)□ Horizontal duct up to 75' long Minimum slope 1/4 in/ft_____ in/ft proposed
more than 75' long Minimum slope 1 in/ft _____ in/ft proposed

b)□ Tight-fitting cleanout doors shall be provided at every change in ductwork direction. Total number proposed _____

10) Duct enclosure (510.7.1)
a)□ Ducts penetrating a ceiling, wall or floor shall be enclosed in a duct enclosure having fire rating per CBC 707.4 and 510.7.1 from the point of penetration to the outside air. A duct may only penetrate exterior walls at locations where unprotected openings are permitted by Table 704.8 of the California Building Code.
i) Fire rating of shaft

Type of Construction	Min. fire-resistive Construction	Proposed	Proposed Material and Construction
IF.R., IIF.R.	2 hour	_____ hr.	_____
II, III, IV, V	1 hour	_____ hr.	_____

ii)□Provide a detail of the shaft proposed.

b)□ Duct enclosures shall be separated from the duct by at least 3 inches and not more than 12 inches. (50.7.1.1)
c)□ Duct enclosures shall be sealed around the duct at the point of penetration and vented to the exterior through a weather-protected opening.
d)□ Duct enclosures shall serve only one kitchen exhaust duct. (510.7.1.1)

e) Tight-fitting hinged access door shall be provided at each cleanout. Access enclosure doors shall have a fire-resistance rating equal to the enclosure.

11) Provide seismic restraint vertical support and attachment details. Shall be prepared by a structural engineer. (CBC 1613)

12) Additional information for Type I hoods

a) Distance between lowest edge of grease filters and cooking surface of:	**Minimum**	**Proposed**
i) Grill, fryer, exposed flame shall be not less than	2 feet	_____
ii) Exposed charcoal, charbroil shall be not less than	3.5 feet	_____

b) All joints and seams shall be made with continuous liquid-tight weld or braze made on the external surface of the duct system. Joints shall be smooth and accessible for inspection.

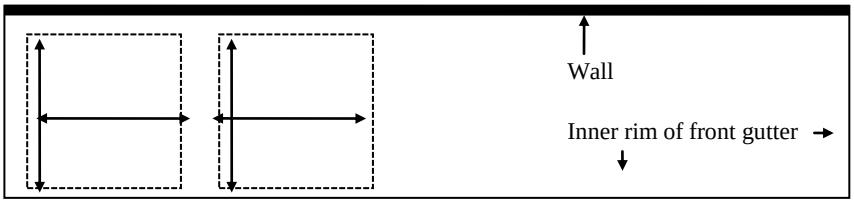
c) If casters are used provide a quick disconnect on the gas line and secure the appliance with a chain preventing it from reaching the end of the disconnect.

d) Canopy lip is to be equal to or greater than 6.5 feet above the floor and equal to or less than 4 feet above the cooking surface.

e) Fire Suppression System shall be per California Fire Code.

f) Performance test must be done by Humboldt Environmental Health.

g) Fill in cooking equipment and hood dimensions in overhead view below.



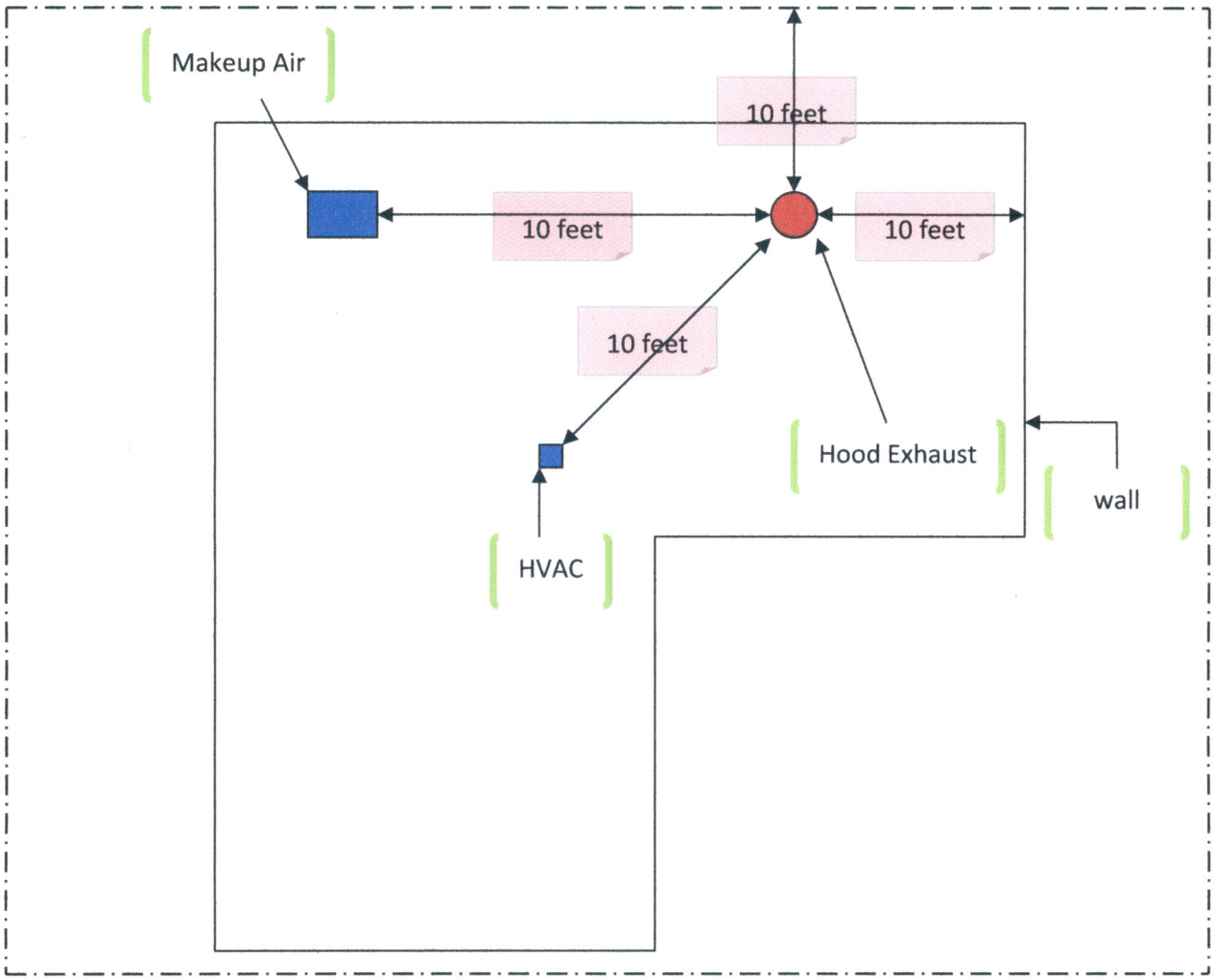
Filled out by:

Name:_____

Company:_____

Phone:_____

Date:____________

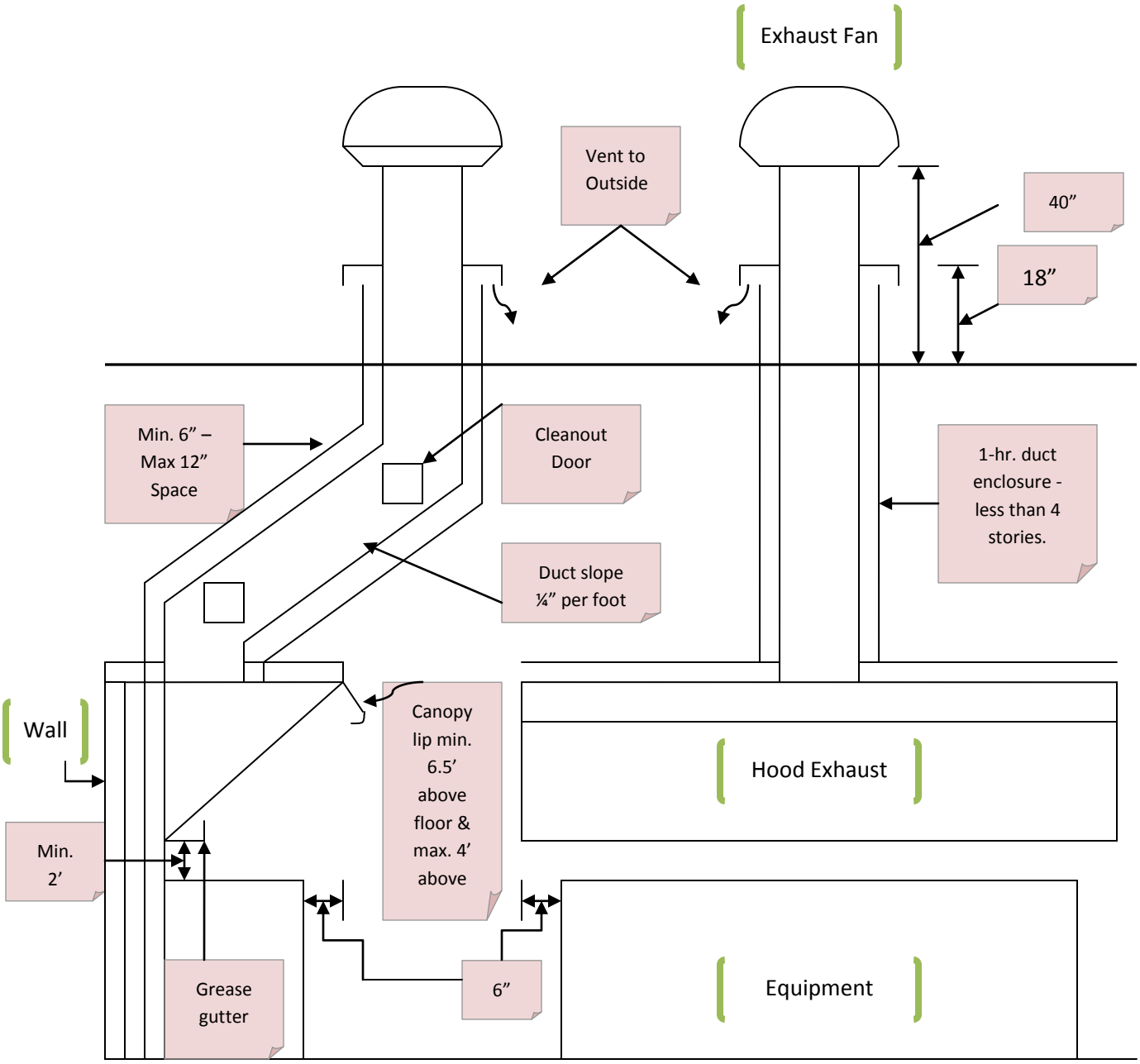


Identify adjacent street and alleys.

Identify easements that cross the property or other pertinent legal features.

Note property line and property dimensions.

Show the location of the hood, makeup air, windows, doors and all air intakes and exhaust.



An upblast fan shall be hinged and supplied with a flexible weatherproof electrical cable to permit inspection and cleaning.

Not to Scale