



## Ross County Building Department

SUITE 201 • 15 NORTH PAINT STREET

CHILLICOTHE, OHIO 45601-3116

PHONE: 740-773-7200

FAX: 740-773-5124

EMAIL: [joshhettinger@rosscountyohio.gov](mailto:joshhettinger@rosscountyohio.gov)

[laurensnyder@rosscountyohio.gov](mailto:laurensnyder@rosscountyohio.gov)

JOSHUA HETTINGER  
ADMINISTRATOR, CBO

## PLAN SUBMITTAL CHECKLIST

### KITCHEN EXHAUST HOOD SYSTEMS

1. Identify the proper **building use group** and **construction type** classifications in accordance with Chapter 3 and Chapter 6 of Ohio Building Code.
2. Identify all applicable scope of work as follows:

|  |   |
|--|---|
| <input type="checkbox"/> New Hood Installation       | <input type="checkbox"/> Existing Hood; No Change             |
| <input type="checkbox"/> New Hood Suppression        | <input type="checkbox"/> Existing Hood Suppression; No Change |
| <input type="checkbox"/> Installation                | <input type="checkbox"/> Hood Suppression                     |
| <input type="checkbox"/> Hood Replacement/Alteration | <input type="checkbox"/> Replacement/Alteration               |
3. Identify the type of hood to be installed:

|  |  |
|--|--|
| <input type="checkbox"/> Type I Hood (UL-710)          | <input type="checkbox"/> Type II Hood (UL-710)             |
| <input type="checkbox"/> Type I Hood (Not UL-710)      | <input type="checkbox"/> Type II Hood (Not UL-710)         |
| <input type="checkbox"/> Re-circulating Hood (UL-710B) | <input type="checkbox"/> Re-circulating Hood (Not UL-710B) |
| <input type="checkbox"/> Residential Hood              | <input type="checkbox"/>                                   |
4. Identify applicable type of cooking appliances as follows: (Chapter 2 Ohio Mechanical Code)

|                                     |   |
|-------------------------------------|---|
| <input type="checkbox"/> Light Duty | <input type="checkbox"/> Medium Duty      |
| <input type="checkbox"/> Heavy Duty | <input type="checkbox"/> Extra Heavy Duty |
5. Submit a scaled kitchen floor plan indicating the locations and dimensions of all cooking appliances, hood, and manual actuation device for suppression system, etc.
6. Submit a full-height wall section indicating the wall construction details and hood/duct/exhaust & make up air assemblies and the required clearances to hood and exhaust ducts.
7. Submit a scaled roof plan indicating the locations of all exhaust duct termination and make up fan in relation to other exhausts or equipment on roof.
8. Submit manufacturer's specifications and details of exhaust hood, exhaust fan, make-up air systems and air balance schedules.
9. Submit shop-drawings and specifications of the pre-engineered (UL-300) hood suppression system including all system components, piping, and calculations.
10. Submit an electrical floor plan and wiring diagram indicating electrical supplies to all appliances and fans, interconnection of hood suppression system to building fire alarm system, automatic power/fuel shut-off to cooking appliances, etc., in accordance with provisions in Ohio Mechanical Code and Ohio Building Code.
11. Submit fees for structural, mechanical, electrical and sprinkler plan review and process.