



## ROSEBURG FIRE DEPARTMENT FIRE PREVENTION DIVISION

fireprevention@cityofroseburg.org

700 SE Douglas Avenue  
Roseburg, OR 97470  
Phone (541) 492-6770

### Commercial Cooking System Plan Review Submittal Checklist

The fire dry or wet chemical suppression submittal checklist procedure describes the information needed to perform a complete plan review without delaying the project or creating a large correction letter. This checklist pertains to the information needed to review the wet or dry chemical fire suppression systems in commercial kitchens, spray booths, dip tanks, and similar hazards.

#### I. GENERAL INFORMATION

- Project Description
- Owners' name, address, telephone, fax and e-mail numbers
- Project location, including street address
- Name, address, telephone number and contractor's license number
- Type Construction
- Occupancy classification

#### II. DOCUMENTATION

- For pre-engineered local application or total flooding systems, submit a manufacturer's installation manual.
- Make, model, type of fire extinguishing system, including system capacity.
- Cylinder mounting location.
- Type, size and configuration of discharge piping.
- Location and configuration of all ells, tees and distributors.
- Location and configuration of system actuation equipment, including temperature ratings of fusible links.
- Type, location and configuration of all discharge nozzles.
- Location and number of flow restricting or balance devices.
- Manual pull station location(s) and mounting height(s).
- Number of discharge nozzles

#### III. ONE SET OF FLOOR PLANS

- Compass direction with North Arrow and clearly marked scale
- Full height cross section of hazard to be protected
- Three-dimensional representation of hazard to be protected, including volume of enclosure, if applicable.

- Permanently mounted equipment or structures that materially reduce the volume shall be identified and computed.
- For engineered systems, a statement on the plans reading “There shall be no deviations from the plans without approval from the authority having jurisdiction.”

#### IV. SYSTEM INFORMATION

- For systems protecting commercial cooking equipment:
  - Location and type of cooking appliances and char-broilers.
  - Clearances of surface nozzles above cooking appliances.
  - Location, make and model of automatic fuel shut-off devices.
  - Location, make and model of all reset relays.

#### V. MISCELLANEOUS INFORMATION

- For total flooding systems protecting three dimensional risks:
  - Method used to close doors, windows, etc. prior to agent discharge, if applicable.
  - Method used to shut-off forced ventilation systems prior to agent discharge, if applicable.
  - If closure or shut-down cannot be accomplished, the amount of additional agent needed to protect the risk.
- Make up air supplied internally to the cooking hood to shut off when system is activated
- Separation provided between open flames and deep fat fryer (18” or baffle)
- K Class extinguisher installed within 30 feet of hood, in path of exit travel, and near exit.
- Multi class extinguisher (4A60BC) installed in kitchen
- System interconnected to fire alarm system
- Hinge kit installed on upblast fan
- Shut off valves or switches require manual operation to reset
- All cooking surfaces protected
- Operating instructions posted next to manual operating device
- Manual activation device installed at approved location – 10-20 feet from hood
- Plenum and hood protected