

Application Procedures and Submittal Requirements for
**Commercial Hood, Duct and
Fire Suppression Systems**

Knox County Code Administration & Inspection
Phone: (865) 215-2325
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Knox County Fire Prevention Bureau
Phone: (865) 215-4660
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SCOPE: This document is to be used for all new residential and commercial kitchen hood systems designed to remove grease laden vapors, to include: hoods, exhaust ducts, gas and supply lines and fire suppression systems.

APPLICATION

1. Applicant must obtain their ***CLT Map and Parcel Number*** corresponding to the property for which the work is to take place. This information may be found on the owner's tax notice or at the Property Assessor's Office on the second floor, room 204, of the City / County Building, phone number (865) 215-2360.
2. The ***owner's name***, address, phone and fax number.
3. The ***State of Tennessee Licensed Architect or Engineer*** name, address, phone and fax number.
4. The ***plumbing and mechanical contractors*** name, address, phone and fax numbers.
5. The ***estimated valuation*** of construction is required. The building valuation data published by IBC shall be the minimum acceptable.

FEES

1. The fee schedule is based on the construction cost.
2. Payment for re-inspection fees must be paid prior to scheduling further inspections.

PLAN REVIEW

Two sets of plans, to include the following:

- a. Location of cooking equipment
- b. Equipment to be installed (deep fryers, open-flame, grills, etc.)
- c. Type of equipment to be installed (gas or electric)
- d. Position and location of fire protection nozzles
- e. Specifications for fire suppression equipment.
- f. Location of manual pull station
- g. Location of Class K fire extinguisher and placard
- h. Is a fire alarm system present in the building?

- i. Hood construction and size
- j. Grease removal devices
- k. Duct Systems, to include: clearances, openings, materials used to construct, installation and termination of exhaust (rooftop or wall termination)
- l. Auxiliary equipment, to include: dampers, electrical equipment or other equipment not listed above that supports the hood system.

2. **Applicable codes enforced:**
- 2006 International Fire Code
 - 2006 International Mechanical Code

PERMIT ISSUANCE

1. Building Code Department, Fire Prevention Bureau and the Permit Clerk must review all plans. This may take up to 21 days. Additional time may be required if all information is not submitted.
2. After all required departments have reviewed the plans the permit may be issued.
3. Permits not issued within six months will be voided.
4. When picking up the permit, you must sign the permit and pay all fees. You will be given a stamped set of reviewed plans that must be on site for all inspections. A copy of the permit, a list of required inspections, and an orange tag to display at the job site will also be given to the contractor.
5. When both departments pass the final inspection, the approved permit will be turned into the Codes Office.
6. A Certificate of Completion will be issued only if all inspections are approved, and there are no outstanding fees or letters awaiting submittal.

INSPECTIONS FIRE BUREAU AND BUILDING DEPARTMENT

1. The contractor is responsible for calling to schedule all inspections. This can be done through Codes Administration, phone (865) 215-2325.
2. If an inspection is rejected, violations must be corrected and another inspection scheduled.
3. The system must pass inspection by both departments before it is placed into service for use.
4. The Fire Prevention Bureau will only be responsible for inspections of the fire suppression system and related components. The Building Department is responsible for all mechanical aspects of the hood and duct including fan size and air movement across the face of the hood.

NOTE: FOR EACH REJECTED INSPECTION THERE WILL BE A \$30.00 REINSPECTION FEE.