



**ROUND ROCK FIRE DEPARTMENT
FIRE MARSHAL'S OFFICE**

KITCHEN HOOD FIXED SUPPRESSION SYSTEMS

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This document is designed to provide guidance for plan submittal, installation of, and acceptance testing of a kitchen hood or fixed suppression system within the Round Rock Fire Dept.'s jurisdiction. This information is not all-inclusive but is intended to inform contractors of local requirements and assist in developing a successful plan submittal. If any applicable item on this list is not included with submittal, the **design plan may be rejected and require re-submittal.**

PLAN SUBMITTAL PROCESS REQUIREMENTS:

- All files are to be submitted in digital form via the [City of Round Rock Permit Portal](#).
- A minimum permit fee is required to be paid through the portal after your submittal is accepted.
- After review by a fire inspector, the design plan will be stamped, and a permit issued.

PLAN SUBMITTAL ITEM & DESIGN REQUIREMENTS:

- License:** provide installer's license number conforming to the State Fire Marshal/Texas Board of Insurance requirements AND the company ECR # and contact information. If the installation company is different from the design company, both companies shall provide this information on the plans.
- Location:** plan shall indicate the name and address of business system installation or remodel.
- Equipment Specs:** electronic copy of manufacturer's manual with specifications for all system parts.
- Hood Verification:** Before system installation, verify a UL 300 Type 1 hood is listed & meets International Mechanical Code requirements & smoke leak test performed for all duct work. Domestic appliances not used for commercial profit may use a UL 300A hood (no smoke leak test required) but will require plan permit & FD witnessed acceptance testing performed by a FEL-K minimum contractor.
- Design Plan:** indicate location & dimensions (height, depth, & width in inches) of the following:
 - Hood/ducts
 - All cooking appliances (names, orientations, and dimensions)
 - Method to ensure appliance is returned to designed location (chains/wheel chocks)
 - Nozzle distances and nozzle type
 - Gas shut-off valve location
 - Cylinder sizes and location
 - Pull station height and location
 - Audio AND visual device (if not tied to alarm panel)
 - Indicate maximum flow points and how many are used
 - Class K extinguisher with NFPA bilingual placard

HOOD ACCEPTANCE TEST: The Fire Inspector shall witness & verify the following:

- Correct measurements & type of all nozzles according to manufacturer's manual
- Correct appliance location and securing method
- Fusible link & pull station activation to include audio AND visual device (horn/strobe) or full alarm activation if tied to main panel (UL 300A hoods shall activate a fire alarm or local horn/strobe)
- Make up air turns OFF after hood activation.
- Exhaust fans remain ON after hood activation. If exhaust is OFF when hood activates, it turns ON
- Gas and Electric Shut-off upon system activation