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Office of Technology Management
Bureau of Fire Prevention



9 METROTECH CENTER – BROOKLYN, NY 11201

TECHNOLOGY MANAGEMENT BULLETIN # 05-4/2013

RANGEHOOD FIRE EXTINGUISHING SYSTEMS: FILING PROCEDURES AT FDNY

I. SUBJECT:

This document clarifies the application process and pertinent information required when submitting an application for upgrading or modifying a rangehood fire extinguishing system (commercial cooking appliance).

II. APPLICABLE CODES AND REGULATIONS:

All proposed modifications or upgrades to existing rangehood extinguishing systems shall comply with the provisions of the 2008 New York City Fire Code §904.11, Building Code §904.11 “*Commercial Cooking Systems*”, NFPA 96 “*Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations*” and UL300 “*Fire Testing of Fire Extinguishing Systems for Protection of Commercial Cooking Equipment*.”

III. INSTALLATIONS THAT REQUIRE FDNY FILING:

Pre-engineered Installations- Pre-engineered suppression systems shall possess an FDNY Certificate of Approval. If systems have a valid MEA approval, these systems still can be installed

A. FDNY review without DOB filing:

1. Change of an existing installation to a UL300 system that does not require hood/duct, fan system, plumbing, or gas shut-off valve changes, or changes of cooking equipment. If system requires such modifications, then DOB filing is required with subsequent FDNY review.
2. Change to fire suppression system based on re-arrangement of the same cooking equipment as shown on FDNY permit under the same hood.
3. Change to fire suppression system based on the removal of equipment without replacement under the same hood.

Note 1: Maintenance items do not require plan filing. Maintenance shall include replacement of any existing fire suppression system component.

Note 2: Plans shall be prepared by a PE, RA, or Licensed Master Fire Suppression Contractor (LMFSC).

B. FDNY review with DOB filing

1. Any Modification to fire suppression system based on changes of hood/duct, fan system, plumbing or gas shut off valve, or changes of cooking equipment, requires DOB filing, stamped by PE or RA. DOB approved plans shall be reviewed by FDNY.

C. NBAT will review all new kitchen installations, including change of ownership.

IV. SUBMITTING AN APPLICATION:

Applications shall be completed and stamped by a LMFSC or a Registered Design Professional. All pertinent documentation shall be submitted to FDNY headquarters at 9 MetroTech Center, Brooklyn NY 11201. Applications shall be submitted to Window #8 between the hours of 9:00AM and 3:00PM on regular business days.

A. REQUIRED DOCUMENTATION

All the following documentation shall be provided:

1. Completed and stamped TMR-2 Form (Application for Rangehood Plan Review). All sections shall be completed. The TMR-2 can be found at the Fire Departments web site:

[TMR-2: APPLICATION FOR RANGEHOOD PLAN REVIEW FORM](#)

Under **Job Description and Location of Work to be performed:** Include a note stating “There will be NO change in cooking equipment, hood or vent, and gas piping.”

2. A non-refundable plan examination fee of \$210.
3. 11”x17” plans stamped by a LMFSC, PE, or RA (in triplicate) indicating **all** of the following:
 - All information regarding control head, fusible link temperature setting, number and size of cylinders, nozzles, total flow points, flow points for each cylinder and cooking equipment, all dimensions of cooking equipment, ducts, hood and plenum are provided in tabulation form on the drawing.
 - Name of system manufacturer on the plan.
 - Current M.E.A or F.D Certificate of Approval # on the plan.
 - All parts and part numbers from the design manual included in tabulation form on the plan *or* a page of the design manual with all parts marked is attached with the plans.

- Clearance between open flame and deep fat fryers indicated on the plans.
 - Type of piping, size and approximate length included on the plans. Note: Length may change within the parameter of design manual.
 - Location of gas valve, type of gas valve, location and distance of manual pull station included on plot plans on the drawing.
 - General note that shall indicate that plans are prepared as per 2008 Buildings Code Sections BC 904.11 thru 904.11.3.1 and FC Sections-904.11 thru 904.11.2
 - Applicable general notes. For example: upon activation of the system the gas valve will shut off.
4. An affidavit completed by the LMFSC indicating the proposed work.
 5. A copy of the manufacturer's design page marked for selection of nozzles for each equipment provided with plans.
 6. A completed, signed, and stamped FDNY checklist (included in the Appendix).

The application will be issued a tracking number and assigned to a plan examiner for review.

V. APPROVAL/OBJECTION PROCESS

The examiner assigned to the application will review the submitted documents and recommend whether the application shall be approved or objected.

A. IF APPLICATION IS APPROVED:

Approved plans will be mailed to the applicant of record as noted in the Application for Rangehood Plan Review. Inquiries about submitted applications can be made with the Rangehood Plan Examination Unit at (718) 999-0381.

B. IF APPLICATION IS OBJECTED:

An objection letter will be issued to the applicant via e-mail stating the necessary changes or additional information required to render the application approvable. Revised plans or additional information can be submitted through Window #8 and do not require additional fees if resubmitted within 6 months.

VI. INSPECTION

After receiving plan approval and completion of installation, an appointment shall be made with the FDNY's Fire Suppression Inspection Unit to inspect the installed equipment. It is the applicant's responsibility to schedule the appointment and attend the inspection with all approved documentation. The Fire Suppression Inspection Unit can be contacted through New York City's Website – <http://www.nyc.gov/apps/311/>

VII. APPENDIX

FDNY CHECKLIST FOR RANGEHOOD FIRE EXTINGUISHING SYSTEM PLAN SUBMISSION.

#	Description	yes	no
1	Plans stamped by engineer of record or Licensed Master Fire Suppression Contractor (LMFSC).		
2	Three copies of plans and TMR-2 form submitted.		
3	F.D form TMR-2 signed and stamped by Engineer/ LMFSC attached. NO Change in cooking equipments, hood or vent and gas piping.		
4	\$210 check for plan examination fee attached. Fee will be collected at window 8.		
5	Plans submission is in compliance with Technology Management Bulletin # 10/1/2012.		
6	General note shall indicate if plans are drawn as per 2008 Buildings Code Sections BC 904.11 thru 904.11.3.1 and FC Sections-904.11 thru 904.11.2		
7	Name of system manufacturer on the plan.		
8	Current M.E.A or F.D Certificate of Approval # on the plan.		
9	LMFSC affidavit for proposed type of work is attached with plans.		
10	All parts and part number from design manual included in tabulation form on the plan or page of design manual with all parts marked is attached with the plans.		
11	Clearance between open flame and deep fat fryers indicated on the plans.		
12	Type of piping, size and approximate length included on the plans. Note: Length may change within the parameter of design manual.		
13	All information regarding control head, fusible link temperature setting, number and size of cylinders, nozzles, total flow points, flow points for each cylinder and cooking equipment, all dimensions of cooking equipment, ducts, hood and plenum are provided in tabulation form on the drawing.		
14	Copy of design page marked for selection of nozzles for each equipment is provided with plans.		
15	Location of gas valve, type of gas valve, location and distance of manual pull station included on plot plans on the drawing.		
16	Applicable general notes provided. For example: upon activation of the system the gas valve will shut off.		

Note: This page shall be marked and signed and sealed by engineer of record and/or LMFSC. Attach this list with plans.

Name:

Stamp;

Signature: