



Commercial Cooking Hood Fire Suppression Checklist

Fire Department | 14321 O'Connell Road, Savage, MN 55378 | jbresnahan@cityofsavage.com

Please include the following checklist items with your application. Providing complete and accurate information is essential for timely review. Only complete application submittals will be reviewed. To ensure your application is complete, **please include the following with your submittal:**

Submittal Requirements

- Plans
- Hydraulic or other calculations.
- Product specification sheets.
- Kitchen Hood System [PDF] -Requirements for the installation of cooking hood fire protection.

Additional Documentation

- Current annual sprinkler system inspection and testing documents.
- Current annual fire alarm system inspection and testing documents.
- Current annual portable fire extinguisher inspection and testing documents.

Keyholder Information – Please list three persons that may be contacted in case of an emergency:

Contact Name: _____ Phone Number: _____

Contact Name: _____ Phone Number: _____

Contact Name: _____ Phone Number: _____

KEYHOLDER DATA PRIVACY INFORMATION

You are being asked to provide keyholder information on this form for the purpose of expediting city services to your business. Supplying all the information will help us to more effectively provide you and your business with services. Participation in providing this information is voluntary, and you are not required by law to furnish any of the keyholder information. The following keyholder information listed on this form is classified as private data under the Minnesota Government Data Practices Act. Private data is that information which is available to you but not to the public.

- any reference to any hazardous substances on the premises;
- any reference to alarm systems or to alarm companies;
- names, addresses, and phone numbers of persons listed on the alternate/after-hours phone numbers.

You should know that any of the information you provide, if classified as public data, may be provided to other entities and individuals. These entities and individuals may include other agencies of governmental units, or individuals requesting public information the City of Savage maintains as businesses, such as business name, phone number, or business owner.

Plans will be reviewed and approved by the Fire Department. Review time will vary, but in all cases permit applicants should allow at least two weeks of plan review time if application and submittals are accurate and complete. Submitting incomplete plans and documents will cause delays to the review process.

I acknowledge that the items checked on the list above are included on or with the submitted plans:

Contact Name: _____ Contractor: _____

Phone Number: _____ Email: _____

Signature: _____ Date: _____