



Building Division
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Hood Permit Checklist

This checklist is for the installation of a Type I or II commercial kitchen hood. The submittal must include the following items and indicate compliance with the current edition of the Florida Building Code and the Florida Fire Prevention Code. Separate permits maybe required for electrical, gas, and fire suppression system work included in the installation of the hood(s).

GENERAL REQUIREMENTS:

<input type="checkbox"/>	Permit Application - Do not upload construction documents until you receive an email notification from ProjectDox.
<input type="checkbox"/>	All drawings must be clear, concise and drawn to scale. "Optional" details that are not used shall be marked void or crossed off.
<input type="checkbox"/>	Designer's name and signature on plans. If created by a licensed architect or engineer, the official digital signature and electronic seal shall be affixed.

PLANS:

<input type="checkbox"/>	SCOPE OF WORK – Provide a written Scope of Work for all proposed work.
<input type="checkbox"/>	SITE PLAN – A site plan may be required for exterior exhaust / outside air requirements to show compliance with separation and termination requirement.
<input type="checkbox"/>	FLOOR PLAN – Show location of proposed hood(s) and identify all construction type within 3 foot of hood, in all directions including floors, walls, ceilings and roofs. The Work Area must be defined on the plans.
<input type="checkbox"/>	CONSTRUCTION DETAILS – Provide complete construction details for all hood(s), duct work, exhaust termination, work platforms & access, and required guards.
<input type="checkbox"/>	HOOD SHOP DRAWINGS – Provide manufacturer's shop drawings for custom and listed hoods.
<input type="checkbox"/>	MANUFACTURERS SPECIFICATIONS – Provide manufacturer's cut-sheets and installation for all proposed equipment and appliances.
<input type="checkbox"/>	WIND LOAD DESIGN – Provide sign & sealed engineering for all exterior equipment
<input type="checkbox"/>	DEAD LOAD DESIGN - Provide sign & sealed engineering for conditions where the installation adds additional weight to the existing structure.