

April 7, 2008

**RE: Kitchen Hood Suppression System Plan Submittals for Approval**

Dear Fire Protection Contractor/Design Professional,

I would like to take this opportunity to introduce myself as the Fire Protection Engineer for the City of Des Moines Fire Department. I will be your primary contact for issues with plan review and fire protection engineering concerns. One of my first goals is to improve the overall level of compliance with kitchen hood plan submittals. Many of the submittals that I have received have lacked items required by IFC 907.1.1. So I would like to ask you, the contractor, to work with me and improve the level of compliance in your submittals. It is my hope that improved submittals will yield faster turn-around times for approval letters and construction permits. Please assist me in plan review by ensuring that you have included at least the following in your submittals:

1. A completed permit application with appropriate fee.
2. A scaled drawing that shall include the following:
  - (1) Size, length, and arrangement of connected piping
  - (2) Description and location of nozzles
  - (3) Type and location of appliances being protected.
  - (4) A layout of the kitchen including pull stations, tanks, and shutoff valves
3. Manufacturer's Specifications with information pertaining to the following:
  - (1) The location and function of detection devices
  - (2) Operating devices
  - (3) Auxiliary equipment
  - (4) Electrical circuitry
  - (5) Applicable manufacturer's specifications pertaining to installed equipment

Reference: NFPA 17A (2002 Edition)

Ensuring that all required documentation is submitted will expedite the plan review process, thereby allowing you, the contractors to start installation sooner. Submittals that do not include all required documentation may be returned and a re-submittal will be necessary to obtain a construction permit.

If you have any comments or questions regarding the above, please contact me @ (515) 237-1316 or e-mail [jklund@dmgov.org](mailto:jklund@dmgov.org) . Your continued cooperation is greatly appreciated.

Sincerely,

Jonathan Lund, Fire Protection Engineer  
Fire Prevention Bureau  
Des Moines Fire Department