



CITY OF WHITE PLAINS
DEPARTMENT OF BUILDING

7-11 South Broadway - Suite 100, White Plains, New York 10601

Phone: (914) 422 - 1269 * Fax: (914) 422 - 1471

<http://www.ci.white-plains.ny.us/building/building.htm>

Print Form

KITCHEN EXHAUST PERMIT REQUIREMENTS:

The Plan Examiners' reserve the right to call for any other additional information at time of filing.

Kitchen Exhaust/Hood:

1. Complete and file Building Short Form (Kitchen Exhaust Permit Type) per General Filing Instructions.
2. Complete and file Building Short Form (Electrical Permit Type) per General Filing Instructions.
3. Complete and file Building Short Form (Fire Suppression Permit Type) per General Filing Instructions.
4. All Manufacturers brochures of equipment & specifications must be submitted in duplicate with application.
5. All drawings for Kitchen Exhaust installations shall be signed and sealed by a Design Professional(two copies) per the NFPA-96 standard and any applicable NYS Codes. Drawing(s) shall show essential details of construction, equipment, specifications, lay out etc., of the exhaust and make up air ducts from hood to fan. The hood shall have the National Sanitation Foundation Label.

FIRE ALARM SYSTEM REQUIREMENTS:

The Plan Examiners' reserve the right to call for any other additional information at time of filing.

Fire Alarm System:

1. Complete and file Building Short Form (Fire Alarm Permit Type) per General Filing Instructions.
2. Complete and file Building Short Form (Electrical Permit Type) per General Filing Instructions.
3. Must provide Contractor's Unique # and the NYS Installer's # by the Signature Areas of the Application.
4. Provide signed & sealed drawings (three sets) by a Design Professional for all new installations & alterations to existing Fire Alarm systems. Drawing(s) shall provide all essential details of construction, equipment, specifications, layout, etc.
EXCEPTION: Minor Modifications to Alarm System do not require Signed & Sealed Drawings. e.g. Addition of devices (smoke detectors, strobes, speakers, etc.) to existing zones with no wiring being required back to the Fire Alarm Panel. "Shop" Drawing(s) prepared by the Contractor are acceptable.
5. After completion of installation, a complete test of the system shall be made in the presence of a Fire Department representative before final approval is given. A copy of the NYS Fire Alarm Installer's License must be submitted to the Fire Department representative at time of testing.