



# CITY OF LODI FIRE DEPARTMENT

25 EAST PINE STREET  
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Fire Marshal

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Operations Chief

**George Juelch**  
Battalion Chief

**Ron Heberle**  
Battalion Chief

**Ron Penix**  
Battalion Chief

**Jeff Larson**  
Training Officer

## FINAL OCCUPANCY CHECKLIST – Hood & Ducts

The following are some of the most overlooked items at final inspections. Therefore, this is not an all-inclusive checklist. Additionally, some of these items may not apply to all projects. If you have questions, please contact a Lodi Fire Department Inspector prior to final inspection.

**Appointments which are not ready for inspections or a no show by requestee can be subjected to a fee prior to another inspection being scheduled.**

**\*\* Please assure all APPLICABLE items are complete prior to final inspection:**

### Information & Paperwork

- 1) Copy of approved plans. This includes all submittals related to the project (civil, architecture, sprinklers, fire alarm, kitchen hood suppression system, rack storage, above ground tanks and gates).
- 2) Permit cards shall be on job site for all issued permits.
- 3) All associated permits shall have final inspections approved prior to fire final inspection for the building or tenant improvement receiving the Certificate of Occupancy (final).

### Kitchen Hood Suppression System

- 4) Copy of approved plans and any supporting information or documentation.
- 5) Permit cards shall be on job site for all issued permits
- 6) Hood & Duct contractor shall be present for final inspection.
- 7) The system shall be tested in the presence of the AHJ.
- 8) The system shall be connected to the buildings existing fire alarm, if provided.
- 9) Permanently mark the floor at all appliances for cleaning and accurate repositioning.