

Appendix A - Information Required to Support Planning Applications for Commercial Kitchen Exhaust Systems

This form has been developed in line with the Guidance on the Control of Odour and Noise from Commercial Kitchen Exhaust Systems – DEFRA 2005

The following points from the guidance should be adhered to:

- The aim of any ventilation/extraction is to ensure that no nuisance, disturbance or loss of amenity is caused by odour, fumes, food droplets or noise to nearby properties.
- A suitably qualified and experienced person with specialist knowledge of ventilation schemes should undertake the design and installation of a ventilation system.
- In circumstances where the end user of the premises is unknown, or where the specific type of food to be cooked is unknown, the installation should be designed to achieve the highest level of odour control in order to cater for a worst case scenario.

Information Required:

1. Information on Premises - No of meals to be served per day. - Method of preparation and cooking. - Type of food served.	- 30 meals per day (approx) - Prepared by hand + Cooked on site - Hot + Cold Sandwiches, Salads - hot meals for breakfast + lunch.
2. Plans and Drawings - Scaled plan showing internal arrangement of premises and dimensions/location of the ventilation system. - Scaled plan showing dimensions and route of external exhaust duct work. The location and type of all filters and the location of the fan must be clearly marked.	
3. Pre-filters - Copy of manufacturer's product data sheet. - Dimensions and nature of pre-filter media. - Manufacturer's recommendations on frequency and type of maintenance.	Unknown
4. Electrostatic precipitators (where proposed) - Copy of manufacturer's product data sheet. - Dimensions of ESP and flow rate rating. - Manufacturer's recommendations on frequency and type of maintenance.	Unknown.
5. Carbon filters (where proposed)	Already fitted - full maintenance + deep clean already carried out.

- Copy of manufacturer's product data sheet. - Dimensions on filter panel. - No. of filter panels in filter bed. - Nature of carbon (including product type). - Frequency of replacement of units. - Dwell time.	<u>Unknown</u>
6. Odour counteractant or neutralizing system (where proposed) - Copy of manufacturer's product data sheet. - Counteractant or neutralizing chemical to be used. - COSHH data sheets for chemical to be used.	<u>Unknown</u>
7. Cooker Head - Length the cooker hood overhangs the appliances.	500mm
8. System operation - Extract rate in m³/s	<u>Unknown</u>
9. Flue Design - Height and velocity of final discharge. Discharge should be min. 1m above roof ridge level. Where this is not possible additional filters will be required. Final discharge should be vertically upwards and unimpeded by flue terminals.	<u>Unknown</u>
10. Maintenance Schedule of maintenance must be provided including details for: - Cleaning of washable grease filters. - Frequency of inspection and replacement of all filters proposed. - Inspection and servicing of fans.	Every 3 months.

Additional Notes:

- Air inlets must not permit pests to enter kitchen (e.g. fly screens can be used).
- The method for supplying make up air into the kitchen must not result in its contamination (e.g. separate provision must be made for ventilation of a toilet).
- There must be sufficient access points to permit adequate cleaning of all the ductwork.