

Please use this checklist and the supporting detail to assure that your permit submittal includes all the information necessary for a timely review of your plans. All applications for permits must be submitted electronically through the DSC Online Portal (dsconline.cityofhenderson.com). *Please apply through DSC Online as:*

For racking only [Building Permit Application](#) apply as a [Commercial Building Permit Application](#)

For racking with [High Pile Storage](#) (Fire Safety Permit Application) as a [Fire Construction Application](#)

A Fire permit for High-Piled Storage is required to use any building or portion thereof as a **High-Piled Storage Area** (an area within a building which is designated, intended, proposed, or actually used for high piled, shelf, or rack combustible storage) exceeding 500 square feet.

High-Piled Combustible Storage Definition: Storage of combustible materials in closely packed piles or combustible materials on pallets, in racks or on shelves where the top of storage is greater than 12 feet (3,658 mm) in height. When required by the fire code official, high-piled combustible storage also includes certain high-hazard commodities, such as rubber tires, Group A plastics, flammable liquids, idle pallets, and similar commodities, where the top of storage is greater than 6 feet (1,829 mm) in height. (NOTE: Higher sprinkler design densities are required by NFPA 13 in storage occupancies for Group A plastics stored high than 5 feet (1.5 m).)

Prerequisites:

_____ A permitted building

[PDF Standards for Electronic Plan Submittals](#)

Submittal Package:

The following documentation must be included when submitting the building permit application for review and all applicable building codes must be included on the plans:

_____ **Completed [Building Permit Application](#) or [Fire Safety Permit Application](#)**

- Use a Building Permit Application for Racking only.
- Use a Fire Safety Permit Application for High Pile Storage with Racking.
- Use the **High Piled Storage** decision tree (shown below) to determine the proper permit type.

_____ **Complete set of stamped/sealed plans (including a site plan)**

- The plan set must be signed and sealed by the registered design professional.
- Structural plans shall be digitally stamped and signed.

_____ **Structural calculations**

- The structural calculations must be signed and sealed by the registered design professional.
- Structural calculations shall be digitally stamped and signed.

Plan Contents – General Information

_____ Plans must contain the following minimum content requirements. This list is not intended to be all inclusive of every detail required on a set of racking and high-piled storage plans. Rather, it is provided to give an overview of the basic plan contents needed for the review of plan sets.

Cover Sheet

- Include general project information, such as: sheet index, address, location map, and square footage of the structures.
- Include a complete code analysis of the proposed building and state type of construction.
- Cover sheet must have a legend of symbols and abbreviations used throughout the plan set.

Site Plan

- A dimensioned site plan that is in compliance with the approved entitlements for the project and any conditions of approval
- Show structures on the site and setbacks.
- Include fire lanes, landscaped areas, fences, accessory structures, and mailboxes.

Floor Plan

- Dimensioned floor plans showing all walls, structural elements, exits, exit signs, windows, fire assemblies, draft stops, separations, and related information.
- Floor plan of the building showing locations and dimensions of high-piled storage areas.
- Usable storage height for each storage area.
- Number of tiers within each rack, if applicable.
- Commodity clearance between top of storage and the sprinkler deflector for each storage arrangement.
- Aisle dimensions between storage arrays.
- Maximum pile volume for each storage array.
- Location and classification of commodities in accordance with IFC Section 3203.
- Location of commodities which are banded or encapsulated.
- Location of required fire department access doors and exit signs.
- Type of fire suppression and fire detection systems
 - For density/area fire sprinklers protecting the high-piled storage area, indicate the sprinkler identification number (SIN), the sprinkler k factor, square footage of the remote area, and the system design density. If the SIN is not available, a copy of the manufacturer specification sheet for the sprinkler head is required.
 - For specific application sprinklers, such as large-drop and ESFR sprinklers, protecting the high-piled storage area, indicate the sprinkler identification number (SIN), the sprinkler k factor, the number of sprinkler heads in the remote area, and the minimum residual pressure provided at the most hydraulically demanding sprinkler head. If the SIN is not available, a copy of the manufacturer specification sheet for the sprinkler head is required.
- Location of valves controlling the water supply of ceiling and in-rack sprinklers.
- Type, location, and specifications of smoke removal and curtain board systems.
- Dimension and location of transverse and longitudinal flue spaces.
- Additional information regarding design features, commodities, storage arrangement and fire protection features within the high-piled storage area shall be provided at the time of permit, when required by the fire code official.
- Type of shelving material used, whether it is solid, slatted, or wire mesh.
- Indicate path of travel for all storage areas to the exits.

Special Inspection Reports (if applicable)

The final QAA report shall be submitted to the City of Henderson, Building and Fire Safety for its acceptance a **minimum of seven (7) days** prior to requesting a final inspection. The report must be accepted **before** the required inspection can be scheduled.

QAA Special Inspection Report: email to inspectionreports@cityofhenderson.com

Required Inspections:

1552 Storage Rack Anchoring (must be passed **before** the final inspection can be scheduled)

8970 High Piled Storage Final

HIGH PILED STORAGE

What, if any, permits are required?

