



CITY OF UNION CITY

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HOW TO APPLY FOR BUILDING AND FIRE PERMITS FOR STORAGE RACKS

Q: *What kind of rack or shelving requires a Building permit?*

A: Racks or shelving having storage shelves higher than 5'9" above the finished floor will require a Building Permit. Racks or shelving having storage shelves no higher than 5'9" above the finished floor do not require a permit. Example: Shelving in a retail store.

Q: *What kind of rack or shelving also requires an annual operating Fire Department High-Piled Combustible Storage permit?*

A: An annual operating Fire Permit for High-Piled Combustible Storage from the Fire Department is required for storage of combustible materials on closely packed piles or combustible materials on pallets, in racks or on shelves where the top of storage is greater than 12 feet in height above the finished floor (measured from the finished floor to the top of material being stored). 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 in height.

Q: *What kind of documentation is required for a Building Permit application?*

- A:**
1. A list of material being stored. Specify type of material per Fire Code commodity classification. (ref. California Fire Code, Chapter 23 or NFPA 230).
 2. A building floor plan and proposed layout of racks or shelving. Indicate racks, aisles, and room dimensions.
 3. Elevation view of rack, weight of material to be stored, specifications of rack members and details of rack assembly, such as beam-column connection, column base-plate connections, etc. (wet stamped and signed by an engineer).
 4. Structural calculation of proposed rack assembly (wet stamped and signed by an engineer).
 5. Submit 3 sets of complete plans and calculations to Permit Counter for review and approval. Plans and calculations shall be prepared and stamped by a registered civil or structural engineer in the State of California.

Q: *What additional documentation is required for an annual operating Fire Department High-Piled Combustible Storage Permit?*

- A:**
1. A completed Owner's Statement of Intended Use Statement. (Form # FP-001)
 2. A completed Owner's Statement of Rack or High-Piled Storage. (Form # FP-002)
 3. A completed Fire Permit Application. (Form # FP-003)
 4. In addition to the above, a reflected ceiling plan showing the layout of smoke/heat vents on the roof per Table 910.3 of the California Fire Code is required.

Notes: Fire fighting access doors may be required per California Fire Code Chapter 23.

In-rack fire sprinklers may be required as per California Fire Code Chapter 23