**Community Development**
**Building Division**
**50 Natoma Street**
**Folsom, California 95630**
**(916) 351-3555**

# HOW TO APPLY FOR A PERMIT FOR STORAGE RACKS

Question: What kind of rack or shelving requires a permit?

***Answer:*** ***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 does not require a permit.***
**Example: shelving in a retail store.**

Question: What kind of rack or shelving requires both a Building Permit and a High-Pile Combustible Storage Permit?

***Answer:*** ***- Any rack or shelving having storage material which is over 12'0" above the finished floor will be measured from the finished floor to the top of material being stored.***

***-Racks or shelving with storage height less than 12 feet require a Building Permit only.***

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

***Answer:*** ***- A list of material being stored. Specify type of material per Fire Code commodity classification.***

***- A building floor plan and proposed layout of racks or shelving. Indicate racks, aisles, and room dimensions.***

***- 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. (Engineered to and stamped).***

***- Structural calculation of proposed rack assembly. (Engineered to and stamped).***

***- Submit three (3) sets of complete plans and calculations to Neighborhood Services Department, Building Division for review and approval. Plans and calculations shall be prepared and stamped by an Architect, Registered Civil or Structural Engineer in the State of California***

Question: What additional documentation is required for a High-Pile Combustible Storage Permit application?

***Answer:*** ***- A reflected ceiling plan showing the layout of draft curtains and smoke/heat vents on the roof per Chapter 23of the Fire Code.***

***- Fire fighting access doors may be required as per Fire Code, Chapter 23.***

***- In-rack sprinkler may be required as per Fire Code, Chapter 23.***