



City of Westminster

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www.westminster-ca.gov

SUBMITTAL REQUIREMENT FOR STORAGE RACKS

PERMIT REQUIRED: All storage rack installations for any industrial or commercial use that are more than 6-feet high require a Building Permit prior to installation. High Piled Storage is required to submit to the Fire Department when storage areas exceed 500 square feet and have commodities stored over 12 feet in height. Special hazardous commodities, such as tires, plastics, and some flammable liquids, are considered high piled storage, even if as low as 6 feet.

PLAN SUBMISSION REQUIREMENTS:

- Three (3) sets of complete building plans (plan size - 18" x 24" minimum and 24" x 36" maximum)
- Two (2) sets of Structural Calculations
- Fire Permit Application (High-Piled Combustible Storage), if applicable
- High-Piled Combustible Storage Application, if applicable

The following information, if applicable, shall be included on, or with, all plans submittals for buildings and accessory structures. The information as follows is minimum requirements. The Building Official reserves the right to request further information or clarification.

- The Designer's Name - The drawings shall be prepared by a California Licensed Architect or registered professional engineer, and shall sign and seal all drawings and calculations as appropriate, state all applicable codes, description and type of work, occupancy and type of construction, allowable area calculations, gross tenant area (by floor), index of drawings.
- Site Plan - Show the outlines of the Assessor's Tax Parcel and the locations and use of all existing buildings. Plan details must include parcel dimensions, building setbacks from all property lines, distance between buildings, off-street parking, driveways, percentage of the lot covered by buildings, scale of the drawings, and a north arrow. Also specify the owner's name, the site address. Location of the storage racks within the space, path of travel to exits and path of travel to main entrance for limited access persons.
- Architectural Plans - Dimensioned floor plans identifying location and square footage of all storage areas, racks and shelving; exit door and exit sign locations; aisle location and dimensions of smoke vents, location of draft curtains and curtain boards (if required). Aisle clearances between racks shall comply with the currently adopted Building and Fire Codes.
- Structural Plans - Shelf & rack support base anchorage connection details and specifications to reinforced concrete slab & footing foundation and/or elevated wood floor framing system; rack details depicting dimensions, number of tiers, and whether these are single, double, or multiple racks; shelving installation method, support and brace framing details. For drilled and inset expansion or epoxy type anchorage bolt systems, specify on the plans that "Special Inspection" shall be required per 2013 CBC, chapter 17. Structural design shall comply with structural requirements based on the currently adopted Building and Fire Codes.