COMMUNITY SAFETY DIVISION
HIGH PILE STORAGE-CHECKLIST - NFPA 13
SUBMITTAL CHECKLIST

HOW TO APPLY FOR PERMIT:
https://ezop.sbcounty.gov/citizenaccess/

REQUIRED ON PLANS:

☐ Owner/Tenant name, address and phone number

☐ Project street address and city along with Assessor’s Parcel Number (APN)

☐ Legend showing all symbols used on plans

☐ Floor plan showing locations and dimensions of high piled storage areas

☐ Specify the storage method (solid, rack, and multi-rack) and type of shelving (solid, slatted, wire mesh, etc.)

☐ Specify the commodity classification

☐ Total square footage of High Pile Storage area. Include all racks and aisles.

☐ Specify the maximum desired storage height(s) and aisle widths

☐ Provide a site plan of the entire building showing fire access lanes, fire hydrants, and fire sprinkler riser(s)  ☐ Specify the distance between the top of storage and the bottom of the sprinkler deflector. Specify the minimum aisle dimension between each storage array. Note ceiling heights of building.

☐ Location and classification of different commodity classes and where these commodities are stored on the rack, etc.

☐ Provide an elevation view of the racks

☐ Show locations of high hazard commodities and indicate the square footage of the high hazard commodities

☐ Location of valves controlling the water supply of ceiling and in-rack sprinklers (if applicable)  ☐ Type, location and specifications of smoke removal (vents) and curtain board systems (if applicable)
Location of commodities which are banded or encapsulated

**ADDITIONAL REQUIREMENTS:**

- Completed High Pile Combustible Stock Questionnaire. A Commodity report may be requested by the plan reviewer and will require an additional submittal/review fee.

- Rack plans approved or not approved for reference must be uploaded.

These are the minimum general requirements for plan check submittal. Additional requirements may be required upon review.

REV-07/14/19