



## CITY OF PALM DESERT

### Building and Safety Division

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Website: <https://www.palmdesert.gov>

## COMMERCIAL STORAGE RACK PERMIT CHECKLIST #BLDG-CKL-23-0010

As of January 1, 2022, Building and Safety permits require digital submissions of construction plans and documents. Digital submission can be completed at: **The Permit Center**. For permit fees, questions, or estimates please email: [permitcenter@palmdesert.gov](mailto:permitcenter@palmdesert.gov)

Applicants shall follow the City's Electronic Construction Plan Format and Online Submittal Bulletin when creating or drafting the project. The bulletin is available: [Here](#)

### **PERMIT REQUIREMENTS**

Commercial and industrial storage racking installation requires a building permit when meeting the following criteria:

Height of Rack (1)	Permit?	Layout Plan (3)	Seismic Anchorage	Structural Plans & Calculations
Up to 5'-9"	Not Required (2)	Required	Not Required	Not Required
Over 5'-9" to 8'-0"	Required	Required	Required (4)	Not Required
Over 8'-0"	Required	Required	Required (5)	Required (5)

#### **Footnotes:**

- (1) The height of rack is measured from floor to the top of highest beam.
- (2) Separate permit application and plan review are not needed; however, architectural floor plans must show the rack layout.
- (3) A fully dimensioned building floor plan showing layout of storage racks, type of racks, aisle widths and exiting scheme.
- (4) Detail and specify seismic anchor to be used to include anchor diameter, embedment, number, and listing number (for instance: ICC #).
- (5) Seismic anchorage, structural plans and calculations must be prepared by a licensed engineer.

### **MINIMUM SUBMITTAL REQUIREMENTS:**

The construction plans shall include the following, when applicable, or required by the plan review team. Missing any items below may result in the submittal being rejected:

- Title Sheet
- Floor Plan
- Applicable construction elevations and details
- Structural design for both all vertical and lateral load-resisting elements (if required, see Table above)
- Riverside County Fire Marshall Submittal if the following applies:

High-piled storage (HPS) 12'-0" or higher above floor requires separate Fire Department "high-piled" permit and approval. The overall height for high-piled storage racks is measured from the floor to "top of storage". Regardless of whether the rack height is less than 12'-0" but the proposed storage will be 12'-0" or higher, a high-piled permit is still required. Contact the Fire Marshall's Office at (760) 863-8886.

<https://www.rvcfire.org/our-departments/fire-marshall>

# **SUMMARY OF REQUIREMENTS**

## **STORAGE RACK SUMMITTAL DETAILS (2022 California Building Code – “CBC”)**

1. Storage racks must be designed to comply with 2022 CBC section 2209.1 which refers to RMI/ANSI MH 16.1 Specification for the Design, Testing, and Utilization of Industrial Steel Storage Racks.
  - A building permit is **not required** for storage racks less than 5'-9" in height. [CBC, Chapter 1 section 105.2 item 13].
  - A building permit is **required** for storage racks over 5'-9" but less than 8'-0" in height [CBC, Chapter 1 section 105.2 item 13]. Submit floor plan showing racks layout, aisle & cross aisle dimension, and racks anchorage to concrete slab as per manufacturer specifications.
2. **Certification** *(New for the 2022 CBC Section 2209.3)*

For rack storage structures that are 8 feet (2438 mm) in height or greater to the top load level and assigned to Seismic Design Category D, E, or F at completion of the storage rack installation, a certificate of compliance shall be submitted to the owner or the owner's authorized agent stating that the work was performed in accordance with approved construction documents.
3. **Title Sheet**
  - Indicate on plan the applicable codes i.e., 2022 California Building Code. Indicate on the floor plan the scope of this permit is for storage racks only.
  - All structural sheets of the plan set must be digitally signed by the licensed design professional.
  - Indicate on Title Sheet the building type of occupancy, type of construction, and indicate if building is equipped with fire sprinkler system.
  - Provide an overall building floor plan to show location of the proposed racks, all exit doors, aisle and cross aisle width.
  - Identify on floor plan each type of storage racks to coincide with structural calculation and demonstrate a fully dimension floor plan so that egress can be verified. Indicate dimensions on the floor plan racks of clearances to any building columns and walls.
  - Remove details and notes that are not applicable.

## **RACK MANUFACTURER'S INSTITUTE COMPLIANCE**

The licensed design professional is to provide Rack Manufacturer Institute (RMI) compliance and notes when applicable as outlined with the CBC.