

# City of Reno Building & Safety Division

## High Piled Storage Racking Submittal Checklist (Racking > 12')

HIGH PILED STORAGE

**Information required to be entered into computer (electronic) or completed on commercial permit application:**

- \_\_\_ Address and suite number
- \_\_\_ Indicate if new tenant.
- \_\_\_ Description of work complete with linear ft. and height of racking.
- \_\_\_ Contact name – email – phone number
- \_\_\_ Business/Tenant information complete
- \_\_\_ Contractor information complete
- \_\_\_ Project information complete including occupancy classification and use.

**Information required on Plans:**

**Cover Sheet – Stamped and Signed that includes**

- Project identification, address and location map
- Design Professionals identified
- Scope of Work

**Design criteria: To include**

- Occupancy group
- Type of construction
- Seismic design category
- Square ft. of unit and area of work
- Type of Fire sprinklers/alarms
- Height of building
- Code editions used

**Plan pages required:**

- \_\_\_ Floor plan of entire unit
- \_\_\_ Scalable floor plan of storage area with racking identified with dimensions.
- \_\_\_ Location of Fire Department access doors with dimensions
- \_\_\_ Exit signage and emergency lighting locations identified.
- \_\_\_ Engineers plans stamped and signed.

**Required small documents:**

- \_\_\_ Engineers calculations stamped and signed.
- \_\_\_ Fire department worksheet completed.
- \_\_\_ 1704 Special Inspection package completed.