

# SUBMITTAL CHECKLIST

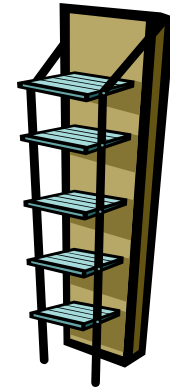
The following is a checklist of necessary items to apply for a permit:

- ◇ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
- ◇ 2 COPIES OF FLOOR PLAN LAYOUT DETAILING RACK LOCATION, HEIGHT AND LENGTH OF EACH SYSTEM, WIDTH OF AISLES, (SHALL COMPLY WITH CHAPTERS 10 & 11 OF THE UBC), CEILING/ROOF HEIGHT, LOCATION OF EXITS.
- ◇ 2 COPIES OF A DESCRIPTION OF PRODUCT STORED, PACKAGING & SPRINKLER INFO
- ◇ 2 STAMPED SETS OF STRUCTURAL ENGINEER'S DESIGN FOR ANCHORAGE OF RACKS.
- ◇ INCLUDE NUMBER OF BAYS OF RACKS, INCLUDING LENGTH AND HEIGHT OF EACH BAY, ON THE APPLICATION.
- ◇ OWNER'S STATEMENT OF INTENDED USE

This brochure is a summary of permit standards. If you have any questions please contact Development Services at (253) 841-5482.

CITY OF PUYALLUP  
DEVELOPMENT SERVICES  
1100 39TH AVE SE  
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## Submittal Requirements for Racking Permits in the City of Puyallup



**Development Services**  
**1100 39th Ave SE**  
**Puyallup, WA 98374**  
**(253)841-5482**

# Submittal Requirement for Storage Racks

This brochure summarizes the process for construction of racking permits in the City of Puyallup, including permit requirements.

## MINIMUM REQUIREMENTS FOR CONSTRUCTION DRAWING

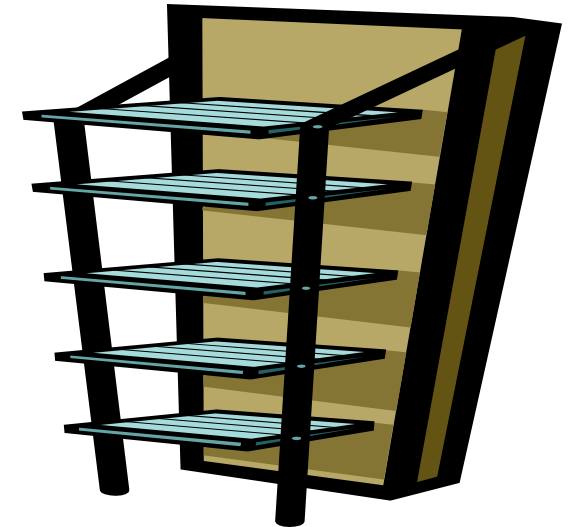
Submitted plans and documentation must contain adequate information and be sufficiently detailed so that code compliance can be verified and your drawings approved. To prevent avoidable delays, the City of Puyallup requests that you adhere to our guidelines and provide all of the following information.

Please submit identical copies of your plans in the quantity requested by City of Puyallup Permit Center personnel. Acceptable drawing sizes are 24" x 36", or 30" x 42"; Scale minimum is 1/8" = 1'-0".

**Washington State law requires that any registered professional who prepares or supervises the preparation of drawings and construction documents stamp and sign such documents.**

## STORAGE RACKS FOR RACKS IN EXCESS OF 8' IN HEIGHT (IBC 2208)

- ◆ Load application and rack configuration drawings shall be submitted with each rack application.
- ◆ Plans shall detail rack locations; height and length of each rack; width of aisles; ceiling/roof height; column type, size, dimension from column to rack, location of exits. Provide plan view and elevations of racks.
- ◆ Provide calculation stamped by a Washington State licensed professional engineer. Steel storage racks may be designed per IBC 2208 (all others per IBC Chapter 16).
- ◆ If smoke vents are in the building area that the racks are placed you will need to provide a smoke/vent layout
- ◆ You shall comply with all requirements of the International Fire Code
- ◆ Complete the owner's statement of intended use for storage quantity and material



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