

The following items must be included in the plan submittal for Rack Storage Permitting.

Note: Commodity classes I through IV may be stocked up to a maximum of 12 feet to the top of the product (not the rack level) without a rack permit from Gwinnett Fire Plan Review. Check with your local building official for their requirements.

Rack Storage Permitting Requirements:

- If you are within unincorporated Gwinnett County, request an application from Gwinnett Planning and Development located at 446 West Crogan Street, Suite 300 in Lawrenceville. If within incorporated Gwinnett County, proceed to Gwinnett Fire Plan Review.
- Complete a [Storage and Industrial Occupancy Commodity Affidavit Form](#) and High Piled Storage Racking Permit Form.
 - The commodity affidavit, which must be signed by a company officer, shall describe the commodity that is being stored, how it is packaged, the maximum storage height (top of the box), if stored on pallet racks or shelves, and if shelves are solid or wire mesh.
- Provide information on plastics and hazardous materials. If required, complete a [Hazardous Materials Inventory Sheet](#), if hazardous materials are going to be stored. Otherwise, state “No hazardous materials will be stored” on the commodity affidavit.
- Provide scaled floor plans of the building highlighting the designated storage area. Label all areas as to their use. Include aisle widths of racks used.
- Show elevations of racks with storage height dimensions.
 - 4 feet will automatically be added to the top shelf to determine storage height.
- Provide information on how product (i.e., wood pallets, plastic pallets, shelves, wire mesh) is stored.
- Provide information on how product (i.e., boxes, cartons, containers, pallet loads shrink-wrapped) is packaged.
- If the building has a sprinkler system, document the density (e.g., .00/0000).
 - This can be found on the sprinkler riser.
- Provide temperature of sprinkler heads in storage area.
- If ESFR sprinklers are used, provide specifications including operating pressure, roof deck height, and K-Factor/orifice size.
- Determine building height.
- Provide 1 ½ inch hose connections if storage is over 12 feet.

Please note that racking approval is required prior to inventory being placed on the racks, and additional emergency lighting and exit signs may be required upon field inspection.