



Kerrville Fire Marshal

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Section 5 High-Pile/High-Racked Storage

These guidelines are intended to provide the minimum submittal requirements for obtaining a Kerrville Fire Marshal Permit. Additional requirements and/or information may be required based upon the individual project.

All High-Pile/High-Racked combustible storage for the purposes of these guidelines and any other guidelines or requirements of the Fire Marshal shall conform to the *International Fire Code* as adopted and amended by the City of Kerrville.

This guide does not replace, nor supersede any codes and/or ordinances adopted by the City of Kerrville, or determinations and positions of the Fire Chief or Fire Marshal.

Approval and issuance of the High-Piled Storage Permit must be completed prior to the issuance of a Temporary Certification of Occupancy or "Permission to Stock".

"Permission to Stock" allows the contractor to bring in merchandise within the HPS area for the purposes of stocking only. In turn, this allows personnel other than construction staff inside the building, prior to issuance of a Certification of Occupancy. Permission to Stock can only be given provided all the fire protection systems (fire alarm, fire sprinkler, fire pump, smoke control, etc.) have been 100% approved, tested and inspection by the Kerrville Fire Marshal's Office, and the HPS Permit has been reviewed, approved and issued.

General Requirements

1. High-piled/High-Racked storage is the storage of combustible materials in closely packed piles or combustible materials on pallets, in racks or on shelves where the top of storage is greater than 12-feet in height.
2. High-piled combustible storage also includes certain high-hazard commodities, such as rubber tires, Group A plastics, flammable liquids, idle pallets and similar commodities, where the top of storage is greater than 6-feet in height.
3. Any building exceeding 5,000 square feet that has a clear height in excess of 12 feet, making it possible to be used for storage in excess of 12 feet, shall be considered to be high-piled storage and shall comply with the provisions of this section. When a specific product cannot be identified, a fire protection system shall be installed as for Class IV commodities, to the maximum pile height.
4. A rack storage plan is required prior to fire sprinkler plan approval.
5. The construction documents for a High-Pile/High-Racked Storage Permit may be concurrently submitted for review with the building plans, providing all of the below information is provided. All supporting documentation shall be identified and readily available or distinguishable.
6. The submittal shall be separate from any other plan submittal, but may refer to those submittals given they have at a minimum been submitted to the Fire Marshal for review.

Minimum Plan Requirements

7. Plans and specifications/cut sheets shall be submitted in PDF Format into the online platform. A second set of plans shall be submitted on paper at the request of AHJ if needed. Plans shall contain sufficient detail to enable the plan reviewer to accomplish a complete review.

8. Each submittal shall have a completed Kerrville Fire Marshal Permit Application.
9. A P.E. seal is required on all construction/specification plans.
10. Plan submittal package shall include the following:
 - a. A scaled copy of the Site Plan.
 - b. Floor plan of the building showing locations and dimensions of High-Pile/High-Racked storage areas, and any fixtures.
 - c. Usable storage height for each storage area.
 - d. Number of tiers within each rack, if applicable.
 - e. Commodity clearance between top of storage and the sprinkler deflector for each storage arrangement.
 - f. Aisle dimensions between each storage array.
 - g. Maximum pile volume for each storage array.
 - h. Construction and engineering drawings for the rack system.
 - i. Location and classification of commodities in accordance with *IFC*, Section 3203.
 - j. Location of commodities, which are banded or encapsulated.
 - k. Location of required fire department access doors.
 - l. Type of fire suppression and fire detection systems.
 - m. Location of valves controlling the water supply of ceiling and in-rack sprinklers.
 - n. Type, location, and specifications of smoke removal and curtain board systems.
 - o. Dimensions and location of transverse and longitudinal flue spaces.
 - p. Additional information regarding required design features, commodities, storage and fire protection features within High-Pile/High-Racked storage area shall be provided at the time of permit, when required by the code official.
 - q. Size and location of all water supplies and/or water lines servicing the building or site.
 - r. Documentation and/or policies or procedures indicating compliance with all housekeeping and maintenance requirements.
 - s. Location and representative diagram of required signage.
 - t. Provide an evacuation plan for publicly accessible areas and a separate set of plans indicating location and width of aisles, location of exits, exit access doors, exit signs, height of storage, and location of hazardous materials.

Emergency Contact

11. Two emergency contact persons shall be designated. Representatives shall be available on a 24 hour basis.
12. Contact information for a representative hazardous materials tracking company shall be provided, if applicable.

Evacuation Plan (*IFC*, Section 3201.4)

13. Provide an evacuation plan for publicly accessible areas and a separate set of plans indicating location and width of aisles, location of exits, exit access doors, exit signs, height of storage, and location of hazardous materials.

Additional Information

14. Plans that are approved and permitted by the City of Kerrville Fire Marshal's Office give authorization for construction. Final approvals are subject to field verification. Any approval issued by the Fire Marshal does not release the contractor or property owner from full compliance with applicable codes and ordinances relating to the construction project.
15. All installations must concur with the approved plans, permit and plan review letter. Any deviation from the approved plans requires that plans be resubmitted to the Fire Marshal's Office for permit.
16. Installation or otherwise stocking of hazardous materials is prohibited without approved plans and permit.
17. All fire marshal inspection forms and permits shall be kept in a permit packet on the job site until final inspection.

Inspection Requirements

18. Permit Posted: Permit is clearly posted near the entrance to the occupancy.

19. Permitted Quantity is not exceeded: The quantities permitted are not exceeded.
20. Controls in Place: Administrative and/or containment controls are in place. Proper storage requirements are provided for the quantity of materials stored. Non-compatible materials shall be properly segregated.
21. Date of Issue: Permit is valid for one year from date of issue.