



City of Portage
Building Department
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Warehouse Policy

The following regulations and procedures apply to the use of warehouse space following the requirements of the 2014 Indiana Fire and Building Codes.

Owners/tenants with warehouse space shall provide plans to the Fire Department containing the following:

1. Floor plan of the building/tenet space showing location and dimensions of storage areas by type; i.e. rack, shelf, pallet or solid-piled.
2. Usable storage height for each storage area.
3. Aisle dimensions between storage areas.
4. Location and classification of commodities in accordance with IFC Section 3203.
5. Elevation views of racking configurations if applicable.
6. Location of fire department access doors.
7. Identification of fire-rated separations by type and fire resistance rating.
8. Additional information as may be required by the fire code official.

IFC 3201.4 Evacuation Plan

An evacuation plan for public accessible areas and a separate set of plans indicating location and width of aisles, location of exits and exit signs, height of storage, and locations of hazardous materials shall be provided to the fire department for review. Following review of the plans, a copy of the plans shall be maintained on the premises in an approved location.

High-Piled Combustible Storage

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 (3658 mm) in height. 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 (1829 mm) in height. Aisles separating storage piles and racks shall be included in calculating the storage area.

High-Piled Storage Area

An area within a building which is designated, intended, proposed or actually used for high-piled combustible storage.

Requirements of owners/tenants with high-piled combustible storage

IFC Section 3201.3 Plans including the information listed below shall be provided to the fire department. A copy of the plans shall be maintained on the premises. The plans shall include the following:

1. Floor plan of the building showing locations and dimensions of high-piled storage areas.
2. Usable storage height for each storage area.
3. Number of tiers within each rack, if applicable.
4. Commodity clearance between top of storage and the sprinkler deflector for each storage arrangement.
5. Aisle dimensions between each storage array.
6. Maximum pile volume for each storage array.
7. Location and classification of commodities in accordance with IFC Section 3203.
8. Location of commodities that are banded or encapsulated.
9. Location of required fire department access doors.
10. Identification of fire-rated separations by type and fire resistance rating.
11. Type of fire suppression and fire detection systems.
12. Location of valves controlling the water supply of ceiling and in-rack sprinklers.
13. Type, location and specifications of smoke removal and curtain board systems.
14. Dimension and location of transverse and longitudinal flue spaces.
15. Additional information regarding required design features, commodities, storage arrangement and fire protection features within the high-piled storage area shall be provided at the time of permit, when required by the fire code official.

IFC 3201.4 Evacuation Plan

An evacuation plan for public accessible areas and a separate set of plans indicating location and width of aisles, location of exits and exit signs, height of storage, and locations of hazardous materials shall be provided to the fire department having jurisdiction for review. Following review of the plans, a copy of the plans shall be maintained on the premises in an approved location.

Industrial Steel Storage Racks

If storage areas include industrial steel storage racks, the following regulations and procedures apply to the installation and use of industrial steel storage racks.

A Miscellaneous Building Permit must be obtained. Applications are available on line or at the Building Department counter and must be filled out completely and returned to the Building Department listing property owner/tenant information, licensed contractor/subcontractor information and cost of work.

2014 IBC SECTION 2209

The design, testing and utilization of industrial steel storage racks made of cold-formed or hot-rolled steel structural members, shall be in accordance with RMI/ANSI MH 16.1.