

Bulletin: Racking Permits

Storage Racking



Bulletin # 24-01
Created: February 4, 2024
Revised: March 20, 2025

What is Storage Racking?

For the purpose of this bulletin **Storage Racking** is defined as: **Free-standing structural storage racks designed to contain materials that are loaded by machine (such as a forklift)**. Storage racks are regulated through Part 4 of the British Columbia Building Code, requiring professional design. All Storage Racking requires a building permit, with the following exceptions:

- Storage Racking that is less than 2.4m in height *and* that is not machine loaded is exempt from a building permit.
- Light duty shelving (typically wood or sheet metal) that is free standing / self supporting and that is designed to be hand loaded is exempt from a building permit.

This bulletin is for informational purposes only. Please be sure to consult BC building code, BC Fire Code and any relevant City of Kelowna Bylaws

Requirements

1. Provide a detailed floor plan highlighting all racking, interior walls, exits, travel distances and aisle widths and clearances conforming the BC Fire code. Please provide drawings no greater than 11x17 with digital copies if available.
2. An analysis will be required indicating the commodities classification, area of the storage (M₂), height of storage and if the building is sprinklered or non-sprinklered.

Table 3.2.3.2.
Size Limits for Individual Storage Areas
Forming Part of Sentences 3.2.3.2.(1) and (2) and Clause 3.2.7.5.(1)(c)

Product Classification	Unsprinklered Buildings		Sprinklered Buildings	
	Area, m ²	Height of Storage, m	Area, m ²	Height of Storage, m
Class I commodities	500	6.5	1 500	9.0
Class II commodities	500	6.5	1 500	9.0
Class III commodities, Group C plastics	250	4.5	1 000	9.0
Closed containers of distilled beverage alcohol	250	4.5	1 000	9.0
Class IV commodities, Group B plastics	250	3.6	1 000	9.0
Group A plastics	250	1.5	500	6.1

3. Should the application not meet the requirements of Table 3.3.3.2 or if the racking is greater than 3.6m in height, please provide a stamped report from an engineer that the system is designed appropriately for the storage of proposed commodities. Should the system require alternative design, schedule B, D, proof of insurance and design will be required from the sprinkler engineer and a plumbing permit.
4. At application, provide stamped structural engineered drawings with schedules for the racking and structural slab supporting the racking system.

Information

All racking and shelving must comply with BC Fire Code and NFPA requirements. Racking of commodities is subject to annual inspection from the Kelowna Fire Department. A fire safety plan is required to be provided to the fire department at initial inspection. All commodities being stored must be identified as per their class and permissible storage height. Should you require further clarification on the BC Fire Code please contact fireprevention@kelowna.ca. It is the owners responsibility to ensure compliance with the BC Fire code.

Building and Permitting
1435 Water Street
Kelowna, BC V1Y 1J4
TEL 250-469-8960
FAX 250-862-3314
developmentsservicesinfo@kelowna.ca