



Town of Victor
 Planning & Building Department
 85 East Main Street
 Victor, NY 14564
 Ph. 585 742-5035 Fax (585) 742- 0202
 E-mail: codes@townofvictorny.gov

High Pile Storage Operating Permit Application

The Fire Code of New York State requires all facilities with a gross floor area of 500 square feet or more to be regulated by a High Pile Storage Operating Permit.

Applicant Information	
Name	E-mail
Address	Cell Phone

Business Information			
Business Name			Type of Business
Mailing Address			# of Occupants
Local Business Contact	Title	E-mail	Phone
Local Emergency Contact	Title	E-mail	Cell Phone
Corporate Name		Corporate Address	
Corporate Contact	Title	E-mail	Phone

Activity Information		
Does your business have 500SqFt. Of Storage at 12' high or higher?	Yes No	If Yes, Please complete application on back and submit fee. If No, then only submit this page with no fee. No permit will be required.

No High Piled Storage Applicant Signature	
<i>I certify that the above business does not utilize high piled combustible storage.</i>	
Signature	Date

OR

High Piled Storage Is In Use Applicant Signature	
<p><i>Acceptance does not relieve the Applicant, Property Owner or Agents thereof, from complying with all applicable provisions of the law and or codes whether stated, implied, or omitted in the application and submitted documentation. Incorrect information or failure to maintain the provisions of the permit, applicable codes, and laws, may result in revocation or suspension of the permit.</i></p> <p><i>The applicant further states that High Piled Combustible Storage is in use at the above identified business, and that it is in compliance with Chapter 32 of the Fire Code of New York State.</i></p>	
Signature	Date



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The following information is required. Please supply the following documents.

- Certificate of Workman’s Compensation Insurance
- Certificate of Liability Insurance
- Certificate of Disability Insurance
- A Site Plan showing:
 - Fire apparatus access roads (Fire lanes on property)
 - Fire hydrant locations
 - FDC location
 - Emergency meeting place
 - High Piled storage outside the building
- A building layout plan showing:
 - High Piled Combustible Storage in the building
 - Commodity locations and sizes (Racks and materials stored)
 - Flue space locations and sizes (Space between racks)
 - Exit doors and clear paths to the exit.
 - Fire extinguisher locations.
 - Location of forklift normal parking area, and fuel storage area.
 - Other hazards in the building
- A fire Safety Evacuation Plan
- List of material stored combustible classifications and quantities.
- Sprinkler documentation stating the sprinkler system is properly designed for the protected hazard and that it is in working order and turned on.
- Fire alarm documentation stating the fire alarm is designed for the hazard, connected to a dialer that will report an alarm, and that the system is properly maintained and in working order.
- A stamped letter from a New York State registered design professional that states the storage is in accordance with the Fire Code of New York State.
- \$200.00 Annual fee payable to the Town of Victor (Permit will not be processed until fee is paid.)

Prior to issuing the Operating Permit, an on-site inspection will be conducted. The inspection will include (but not limited to the following features:

- Egress paths
- Fire protection systems and equipment
- Fire Department access
- Material storage
- Fire hazards
- Property maintenance

Office Use Only			
\$100 Fee Paid	Occupancy Class	Authorized Date	Receipt #
Documentation Accepted	Building Type	Issue Date	
Inspection Passed	Occupancy requires permit	Expiration Date	