

BNC BRK-1215 Storage Building Guide Lines

Storage Space Restrictions

- 1) No chemical, biological, or hazardous materials of any kind can be stored in the storage building. Occupants failing to comply will result in further action and possible removal from storage space.
- 2) Only inert gas cylinders can be stored with appropriate chain and cylinder brackets.
- 3) Cardboard boxes must be limited to reduce fire potential.
- 4) From the floor the maximum storage height is 11' to maintain fire sprinkler clearance.
- 5) Specialty wooden crates will be limited by size and safely stacked (3'x3'x3'). Larger crates will have to be stored off site at occupant's expense.
- 6) Each marked off area or zone (8' by 10') will need to be maximized with vertical shelving before more floor space can be approved.
- 7) Rolling ladder 60" tall may be provided when placing lighter weight items on higher shelves. Heavy and bulky items must be stored low below eye level.
 - a. <https://www.globalindustrial.com/p/janitorial-maintenance/ladders/rolling-steel/6-step-extra-rolling-safety-ladder-serrated-grating>

Storage Space Approval

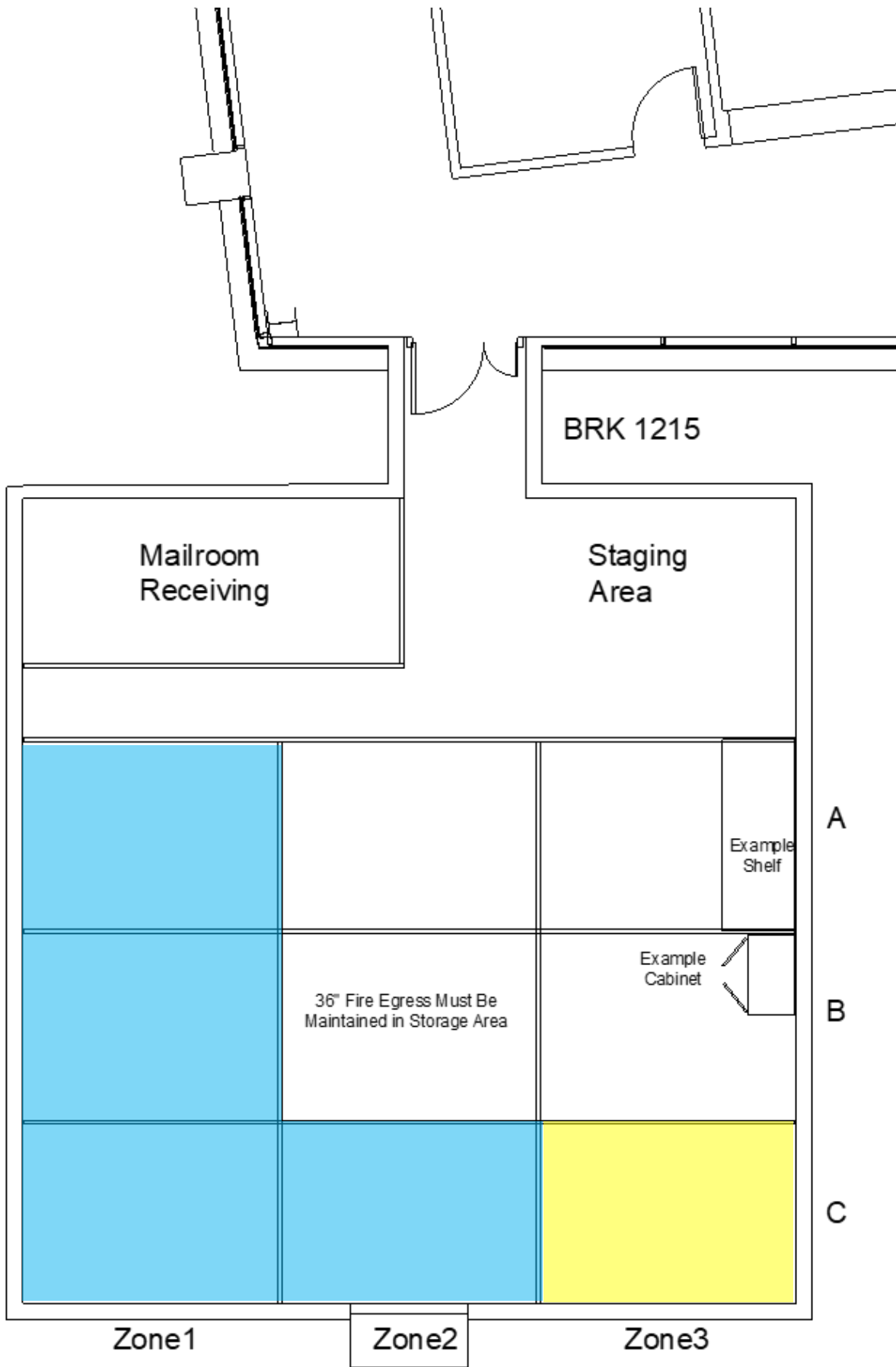
- 1) Occupants need to email a proposed plan of how they will use the space sent to tottenm@purdue.edu.
 - a. Size of area needed
 - b. Shelf or storage cabinet arrangement.
 - c. Materials being stored.
 - d. Approximate the amount of cardboard and/or specialty wood crates
 - e. Agreement with the BRK-1215 space guidelines
- 2) A review of proposed plan and approval of guidelines will be completed. When approved a reply is sent to the occupant showing the area assigned.
- 3) Storage space will be assigned by location (zone and area) and no additional storage space can be taken without written approval from BNC management.

Storage Space Security and Housekeeping

- 1) The goal should be placing all heavier items lower to the floor and lighter items stored on higher shelves.
- 2) Walking or standing on the shelving is prohibited.
- 3) It is the responsibility of the user of the space to keep all items neat and well organized with walking paths of 36" wide to be maintained for fire egress.
- 4) Security of all valuable items will be occupant's responsibility and expense.
- 5) All stacked items shall be done in a manner to prevent accidental falling of items causing injury or damage to adjacent items.
- 6) Storage space access data and camera information will be maintained for a 30-day rolling period of time.
- 7) Storage space area will be routinely reviewed for compliance.

Shelving and Storage Cabinet Guide Lines

- 1) Purchase and installation of storage racks and cabinets is the responsibility of the occupant using the storage space. Installation will be completed by campus trades to insure storage shelves and cabinets are anchored correctly.
- 2) Approved shelving (96x36x96) and cabinets (36x24x72) are listed below.
 - a. <https://www.uline.com/Product/Detail/H-7461/Pallet-Racks/2-Shelf-Pallet-Rack-Starter-Unit-96-x-36-x-96>
 - i. <https://www.uline.com/Product/Detail/H-7663/Pallet-Racks/Pallet-Rack-Wire-Decking-46-Wide-36-Deep>
 - b. <https://www.uline.com/Product/Detail/H-2216ABL/Storage-Cabinets/Industrial-Metal-Storage-Cabinet-36-x-24-x-72-Assembled-Black?model=H-2216ABL&RootChecked=yes>
- 3) Shelving and cabinets will be metal construction.
- 4) Shelf will have labeled with 3,000# maximum load capacity.
- 5) No homemade or altered storage shelving will be allowed in the space
- 6) No solid or wooden shelf decking material will be permanented due to local and state fire codes
- 7) All installed cabinets and shelving installed will require approval by BNC safety officer to ensure compliance with requirements.



Example of Approved Occupant Space Shaded Areas