



PIONEER FIRE PROTECTION DISTRICT STANDARD

Addressing of Buildings

STANDARD #B-001

EFFECTIVE 03-24-2009

PURPOSE:

The purpose is to create a standardized addressing system for determining the location of any commercial building, apartment or condominium complex, and residence within the county.

SCOPE:

To ensure the ability of emergency response crews to easily visualize building addresses.

AUTHORITY:

Approved numbers or addresses shall be provided for all new and existing buildings in such a position as to be plainly visible and legible from the street or road fronting the property. (Section 505 of the California Fire Code, 2007)

REQUIREMENTS:

Commercial Buildings

1. Posting and continued maintenance of address identification shall be the responsibility of the owner, occupant or person in charge of any building to which a number has been assigned.
2. All buildings shall display the address number on the side of the building that faces the address street. The posted address may be required on more than one side.
3. The address numbers shall be a minimum of 16 inches tall with a 1 1/2 inch stroke that is visible on a contrasting background. The address shall be installed high enough on the building to be visible from the street. The address shall not be obstructed by maturing vegetation. Exact location to be approved by the local Fire Department prior to installation.
4. If the building is part of a complex of buildings, an illuminated monument address sign may be required to be installed at the street address access. This is in addition to the individual building installed addresses. This monument shall show the addresses that are located within the complex as well as the complex name. The monument sign shall be a minimum of 4 feet by 4 feet in size with address numbers that shall be a minimum of 6 inches tall with 1/2 inch stroke on a contrasting background. The addresses shall be

visible from each direction of travel on the address street. Location and design shall be approved by the AHJ prior to installation.

5. All exterior suite doors shall be numbered from left to right, addressing all individual suites. The back doors shall match the corresponding front suite door. If the building does not have suites, the doors shall be numbered starting from the front door and continue clockwise around the building. The minimum size door numbers shall be 3 inches tall by 1/2 inch stroke on a contrasting color background. The numbering on the first floor shall start with 101 and number up from there (101, 102, 103...). The number 1 signifies the first floor and the last two numbers identify the door. The numbering on the second floor will start with 201 and number up from there (201, 202, 203...). This will be typical for each floor going up. Suite numbers shall be the same except for starting from the left and going right.
6. All doors not associated with a suite or entry door shall be labeled as to the use (example: Fire Riser Room, Fire Control Room, Electrical Room, Supply Room, Roof Access...) Minimum letter size shall be 3 inches tall by 3/8 inch stroke on a contrasting color background.
7. Exterior doors and their function shall not be eliminated without prior approval of the AHJ. Exterior doors that have been rendered nonfunctional and that retain a functional door exterior appearance shall have a sign affixed to the exterior side of the door with the words THIS DOOR BLOCKED. The sign shall consist of letters having a principal stroke of not less than 3/4 inch stroke and at least 6 inches high on a contrasting background.

Apartment/Condominium Addressing System

1. All requests for apartment and condominium complex addressing shall be submitted to the Local Fire Department for plan review and approval.
2. A single address shall be assigned to the entire complex. The complex address shall be posted on the main building or Clubhouse with the size and location to be the same as the commercial requirements.
3. No names will be given to any of the roadways within the complex.
4. Each building in the complex will be assigned a building number that is 16 inches high by 1 1/2 inch stroke on a contrasting color background. The location of the building numbers shall match the commercial standard and shall be approved by the AHJ prior to installation.
5. Each apartment/ condominium unit number is to start with the building number, followed by the floor number, then the individual unit number. Odd-numbered units are to be located in the front and even-numbered units in the rear of the building. (Example 1:

Apartment 215 = Building 2, 1st floor, 5th apartment in building, front of building
Example 2: Apartment 1028 = Building 10, 2nd floor, 8th apartment in building, rear of building). All individual apartment/ condominiums shall be numbered from left to right from the front access.

6. All units shall have 2 inch unit numbers on a contrasting color background installed on or right next to the door.
7. The range of individual unit numbers shall be mounted on the building just below the building number (Example: 211-238. The individual unit numbers shall measure no less than 6 inch by ¾ inch stroke in size on a contrasting color background.
8. An monument address sign shall be installed at the main street address access. The monument sign shall be a minimum of 4 feet tall be 4 feet wide and visible from a vehicle when entering the complex. The monument shall show all the buildings, the associated roadways, you are here mark and all building addresses. The sign shall be illuminated for night visibility. A drawing showing the monument address sign and location shall be approved by the El Dorado Hills Fire Department prior to installation.

One and Two Family Residential

1. All inhabited buildings shall have an address assigned by the El Dorado County Surveyors office (Example: the **Main Home**= 4200 Sky Street, the **Granny Flat** on the same property= 4200 A Sky Street, **Hardship Home** on the same property= 4200 B Sky Street).
2. The address numbers shall be of a size not less than four inches in height on a contrasting color background and shall be clearly visible from the address roadway.
3. The address numbers shall be permanently posted at each driveway entrance and shall be visible from both directions of travel along the road (contrasting color and a size that is visible from the roadway). The address numbers may be mounted on the home only if the distance from the road to the home does not exceed 100 feet and all the other requirements are met.
4. Where multiple addresses are located on a single driveway, all addresses shall be posted following the requirements of #3.
5. A separated address sign shall be posted at the intersection leading to either a granny flat or a hardship case home if the address on the home is not visible from the main driveway.