



FIRE PREVENTION STANDARD

PREMISE IDENTIFICATION REQUIREMENTS

SCOPE

This standard applies to the requirements for placement and sizing of building and site addressing pursuant to section 505 of the California Fire Code 2025 edition for all new and existing buildings regardless of occupancy classification, including buildings under construction. In the event that these requirements are in conflict with any city ordinance, the most restrictive requirements shall apply.

GENERAL REQUIREMENTS

1. Approved numbers or addresses (characters) shall be placed on the front elevation of all new or existing buildings in such a position that is plainly visible and legible from the street or road on which the property is addressed. Where address characters can be obstructed from view by vegetation, awnings, signs, and other such obstructions, the address shall be placed at another conspicuous place on the building approved by the fire code official. In these cases, the address shall also be placed on a dedicated monument sign at the entry point(s) to the building.
2. The address characters shall contrast with their background.
3. Size and stroke of address characters shall be as follows:
 - a) 4 inches in height with a minimum $\frac{3}{4}$ -inch stroke for residential structures (one- and two-family dwelling and ADU).
 - b) 12-inch in height for building numbers with 2-inch minimum stroke, 6-inch unit numbers with building numbers. Individual unit numbers shall be a minimum of 4-inch numbers.
 - c) 6 inches in height with a minimum one-inch stroke for commercial structures set back no further than 50 feet from the center of the roadway.
 - d) 12 inches in height with a minimum one and one-half inch stroke for commercial buildings set back further than 50 feet from the center of the roadway.
4. Flag lots (lots set back from the street or road) shall have an address sign at the start of the driveway off the main street or road and on the building itself.
5. Where a private driveway entry serves multiple buildings (more than 3) that are addressed on the same street or share a common address with buildings that are lettered or numbered in a campus-like setting, a dedicated monument sign with a site map showing all buildings and addresses shall be placed at all points of entry from the roadway. The sign shall be illuminated as per item 6 below.
6. Address characters for new buildings shall be internally or externally illuminated to be visible at night.

7. Multiple Tenants – Single Story Building: Addresses for individual tenant suites shall be visible over, or in close proximity to, the main entry of the tenant suite. The building number shall be visible from the street. Multiple tenant buildings service by a rear access through an exit yard or rear access driveway shall have address characters displayed on the rear entrance/exit of the tenant space.
8. Multiple Tenants – Multiple Story Building: Each individual unit shall be provided with a separate unit address clearly identified first by floor number, then individual unit number following a logical sequence.