Sonoma Valley Fire District
630 Second Street West, Sonoma CA 95476 - 707-996-2102

FIRE PREVENTION BUREAU STANDARD	
05/2022ts	**BUILDING ADDRESSING**

Purpose

This Information Bulletin is a summary of Fire Department interpretations of City and State Codes. Information contained herein applies to typical instances and may not address all individual circumstances. This Information Bulletin is being provided in order to establish clear policy with respect to the identification of premises. This Information Bulletin is intended to provide direction for a means of displaying approved address numbers on buildings in a consistent location, size, style, contrasting colors and means of illumination, so as to ensure rapid identification of a particular location in the event of an emergency. Address number and all other signs may require additional approval by the City or County of Sonoma.

Code References

2019 California Fire Code as adopted and amended by the Sonoma Valley Fire District, The City of Sonoma, and Sonoma County.

ADDRESS LOCATION AND SIZE REQUIREMENTS:

Address Location on Buildings and Property:

Address numbers shall be displayed in locations on buildings as approved by the Fire Department. All required address signs shall be of the minimum size as required by the Fire Department. Address numbers are required to be displayed in such a manner as to be continuously displayed, non-moving, and readily visible and legible to emergency vehicles approaching from either direction along the public street on which the address is assigned at all times. Non-continuous display signs, such as changing electronic or video displays are not permitted to be used as required address signs. Moving or non-fixed signs, such as flags are not permitted to be used as required address signs. In situations where there is a public entrance to a property, building, or complex in addition to the entrance from the public street on which the address is assigned, additional address number signs may be required to be displayed at those additional entrances. Buildings located on the property so that the required address displayed on the building is not visible from the public street fronting the property, additional address number signs will be required at the public street entrance to the property, driveway or private road, and at any intersecting points along the driveway or private road leading to the building.

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Required address signs on buildings shall be placed at a height and location on the building so as to be readily visible from the public street fronting the building at all times. Required address signs shall not be placed at a height or location on the building where the address sign is not visually obstructed, confused or camouflaged by other structures or buildings, building structural or decorative features, windows, glazing, or by expected locations of parked or stopped vehicles (especially high-profile vehicles, such as commercial trucks and busses), other signs, trees or other existing or potential obstructions. Obstructions which are installed or occur after a required address sign is approved and installed, the Fire Department may require the relocation of the required address sign, or the removal of the obstruction.

Only address numbers assigned and approved by the Building Department may be displayed on buildings; property and/or building owners are not allowed to display address numbers which have not been approved by the Building Department.

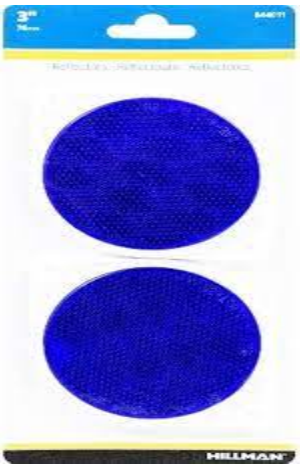
Residential Single Family Homes

New and existing buildings shall have approved address numbers, placed in a position that is plainly legible and visible from the street or road fronting the property. The address numbers should be posted on the house. All address signs along one-way roads shall be visible from both the intended direction of travel and the opposite direction. If the house sits back from the street, post the address at the beginning of the driveway, along the driveway (if turns) and on the house. Where multiple addresses exist along the same access they shall be mounted on a single post. These numbers shall contrast with their background and at a minimum be 4-inches in height with a ½ inch stroke. Where required by the fire code official, address numbers shall be provided in additional locations to facilitate emergency response. Address numbers shall be Arabic numbers or alphabetical letters. Posted address numbers shall be those assigned by the City / County of Sonoma. Address numbers shall be maintained.

- **Illuminated address numbers are <u>not required</u> for existing buildings not undergoing a significant remodel, where approved; reflective numbers may be installed**.
- Each hydrant or access to water for any residential or commercial building shall be identified as follows:
    - (a) If located along a driveway, a reflective blue marker, with a minimum dimension of three inches (3"), shall be located on the driveway address sign and mounted on a fire retardant post; or

(b) if located along a road either of the following is acceptable:

- A reflective blue marker, with a minimum dimension of three inches (3"), shall be mounted on a fire retardant post. The sign post shall be within three feet (3') of the hydrant, with the sign no less than three feet (3') nor greater than five feet (5') above ground, aimed toward headlights, in a horizontal position and visible from the driveway, or





Residential multi-family dwellings, hotels, motels, apartments

Residential multi-family dwellings, hotels, motels, including buildings with four or more individual residential units, such as an apartment building or apartment complex, and all hotels or motels: the address numbers of each building must be displayed so as to be visible from the street fronting the building. If a complex consists of multiple buildings sharing one common address number, the address number need not be displayed on each building; however, the unit numbers within that building must be displayed on the building exterior. The address numbers shall be displayed in the following sizes:

1. One address for multiple buildings: Primary address of the property shall be 12-inches in height and 1 inch stroke. Each individual unit shall have the unit identification, numbers or letters, 4-inches in height and a ½ inch stroke located at or near the primary entrance to the unit. The identification of individual units within each building shall also be displayed on the building, 6-inches in height and a ¾ inch stroke. A number range of units may be displayed in lieu of each individual number (such as 1 - 20, 21 – 40).

2. Different address for each building: The address for each building shall be 12-inches in height and a 1 inch stroke. Each individual unit shall have the unit identification, numbers or letters, 4-inches in height and a ½ inch stroke located at or near the primary entrance

to the unit. The identification of individual units within each building shall also be displayed on the building, 6-inches in height and a ¾ inch stroke. A number range of units may be displayed in lieu of each individual number (such as 1 - 20, 21 – 40).

3. Multiple addresses within one building: Each address assigned to the building must be 12- inches in height and a 1 inch stroke. Each individual unit shall have the unit identification, numbers or letters, 4-inches in height and a ½ inch stroke located at or near the primary entrance to the unit. The identification of individual units within each building shall also be displayed on the building, 6-inches in height and a ¾ inch stroke. A number range of units may be displayed in lieu of each individual number (such as 1 - 20, 21 – 40).

Mobile or modular home dwellings:

Each assigned address must be displayed on or in front of each individual unit. In situations where each dwelling unit shares a common address number, such as within a mobile home park or other similar complex, the address number must be displayed at each entrance to the park or complex 6-inches in height and a 1 inch stroke. The individual address or space number or each mobile or modular home shall be displayed on or near the front of each mobile or modular home within the park or complex, 4-inches in height and a ½ inch stroke. Where individual roads or driveways exist within the park or complex, the identification of individual units served by each road or driveway shall also be displayed at each end of each road or driveway, 4-inches in height and a ½ inch stroke. A number range of units may be displayed in lieu of each individual unit numbers (such as spaces 1 - 20, 21 – 40).

Occupied recreational vehicle parking and camping spaces:

Each assigned address must be displayed at each entrance to the park or camp 12-inches in height and a 2 inch stroke. The individual address or space number of each parking space intended for use by occupied recreational vehicles, and each camping space shall be displayed at the entrance of each space, 4-inches in height and a ½ inch stroke. Where individual roads or driveways exist within the park or campground, the identification of individual spaces served by each road or driveway shall also be displayed at each end of each road or driveways, 4-inches in height and a ½ inch stroke. A number range of spaces may be displayed in lieu of each individual unit numbers (such as spaces 1 - 20, 21 – 40).

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Commercial, industrial, retail and institutional buildings and all other properties with non residential buildings:

The assigned address shall be displayed so as to be visible from the street fronting the building 12-inches in height and a 1 inch stroke. Individual tenant spaces or suites entering directly from the exterior of the building shall have the space or suite number (or letter) shall be 6- inches in height and a 1 inch stroke. The designator for individual tenant spaces having access from interior portions of the building shall be 4-inches in height and a ½ inch stroke. For tenant spaces or suites having non-public direct access from the rear exterior of the building, the business name and space or suite number shall be 6-inches in height and a ½ inch stroke. Interior tenant space or suite numbers, and addresses required at the non-public rear exterior access of buildings need not be illuminated.

Undeveloped property, property under development and construction sites:

Where an address has been assigned but no completed structure exists, the assigned address shall be displayed at each entrance to the property. Special temporary site address signs are required to be displayed at all entrances to construction sites and undeveloped properties where an address has been assigned. The special temporary address sign shall have address numbers 12-inches in height with a 2 inch stroke. These signs need not be illuminated.

ADDRESS ILLUMINATION REQUIREMENTS:

All addresses required to be displayed on a building or other permanent structure shall be illuminated during all hours of darkness. The source of illumination shall be controlled by a photoelectric device which causes the address to be illuminated automatically during all hours of darkness. Timer based control devices are not allowed to be used for the purposes of controlling address illumination. The address numbers may be illuminated by a light source placed behind, within or near the address numbers. Examples of acceptable light sources include self contained illuminated signs, landscape lighting, decorative exterior building lighting and advertising lighting.

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The power source for the illumination of the address numbers must be under the control of the building or property owner. Illumination from other ambient or nearby sources, such as street lights, advertising signs on nearby buildings, or other sources not controlled by the building or property owner are not considered sufficient for the purpose of required address illumination.

Addressing used to identify individual tenant spaces or suites at the interior entrance within, or rear exterior non-public access to a commercial building need not be illuminated. Special temporary address signs at construction sites and undeveloped properties need not be illuminated.

- **Illuminated address numbers are <u>not required</u> for existing buildings not undergoing a significant remodel, where approved; reflective numbers may be installed.**

ADDRESS NUMBER COLOR:

All required address signs shall be of a color combination where the numbers contrast with the background at all times. Address numbers placed on windows or other glazing may appear to have an acceptable contrasting background during daylight hours, but may have an unacceptable non-contrasting background during hours of darkness. Reflective signs are acceptable, provided that when illuminated by a light source the reflected light from the sign produces contrasting colors which distinguish the address numbers from any other reflective material.

- **Illuminated address numbers are <u>not required</u> for existing buildings not undergoing a significant remodel, where approved; reflective numbers may be installed.**

ADDRESS NUMBER STYLE:

All required addressing shall be of the minimum size as required by the Fire Department based on the primary type of occupancy within the building where the address sign is required. All sizes listed are the minimum size which is required to be displayed. All numbers or letters used as part of the required address sign shall be displayed in a horizontal format. When numbers

are used as part of the address, the numbers shall be displayed by using numerical characters and not by using letters to spell the number(s). The style or font of the characters used shall be of a style or font which provides characters which are clear and easily recognizable.

COMPLEX OR FACILITY DIRECTORY AND MAP:

Where two or more buildings cannot be viewed from the public way or when determined by the fire code official, an approved illuminated complex directory, monument, pole, or other approved sign shall be displayed at or near each entrance from the public street or roadway to serve as a directory to assist in the rapid and safe response of emergency vehicles to locations within the complex or facility. The complex or facility map shall clearly show and identify all buildings on the property, including the primary services or functions within each building, all roadways, all access points to the facility from the public streets or roadways, all emergency vehicle access points, fire hydrant(s), fire department connection(s), fire alarm panel location(s), significant life safety hazards, pre-designated helicopter landing areas, and all other specific details as may be required by the Fire Department.

Complex Directory Size Requirements

We are often asked; How big does this sign have to be? This question is difficult to answer without site specific information.

<u>The property owner should ensure:</u>

- The sign is inclusive of all features as described above.
- The sign should be legible and discernable without magnification while seated in a vehicle.
- The sign should be plainly visible along the access road to the complex
- At a <u>minimum</u> the sign should be 11 x 17 inches.

MULTIPLE ADDRESSES ON THE SAME PRIVATE ROAD / DRIVEWAY:

Where multiple addresses are required at a single driveway, such addresses shall be mounted on a single approved post which shall be placed at each driveway entrance and visible from both directions of travel along the road.

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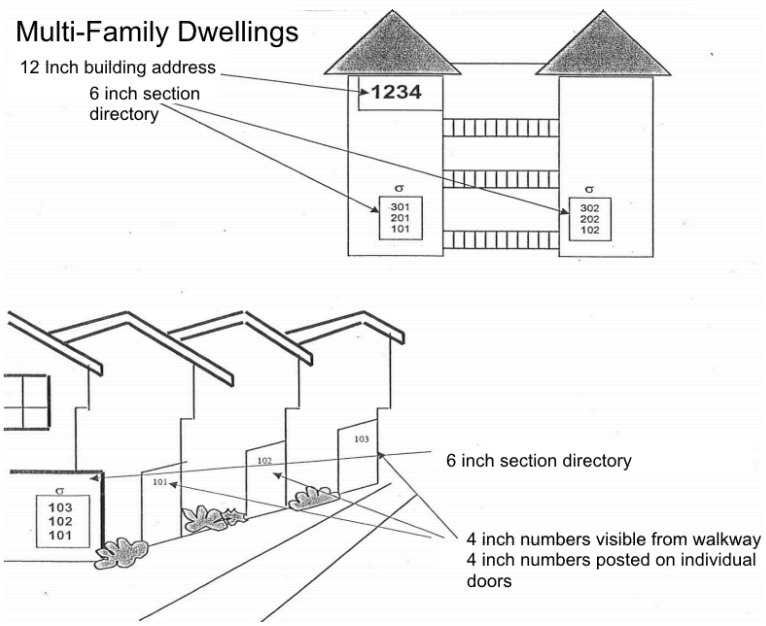
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All address signs along one-way roads shall be visible from both the intended direction of travel and the opposite direction.

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PHOTO REFERENCES



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Complex Directory



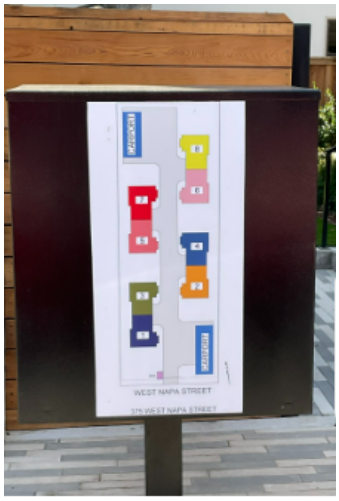
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Multiple Addresses on the same private road / driveway







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12 Inch Address Examples





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Rear Door (commercial) Address Example



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ORDERING INFORMATION

The Sonoma Valley Fire District can not recommend specific vendors to meet your signage needs. Often smaller numbers can be purchased through a local hardware store. Larger numbers and additional signage required by State Laws may need to be specially ordered. There are many sign companies who can assist you, or you can search the internet for additional vendors.

Some local stores to find blue markers or the green address signs with reflective numbers (one or two sided)

Parsons Hardware, Highway 12- green address signs/markers

Friedmans Home improvement, blue markers