



ADDRESSING REQUIREMENTS

§ 133-13 Miscellaneous construction provisions.

- A. Building plan review. The Fire Department shall conduct plan reviews and issue approvals of fire-safety-related elements prior to construction of any public buildings or places of employment.
- B. Addresses and door labeling. Addresses as assigned by the City shall be placed on all structures or property supporting the same as follows:
 - 1) Placement. The address shall be put in place on the structure as soon as reasonably possible during construction at a location acceptable to the AHJ.
 - 2) Description of numbers and letters. Numbers and letters shall be of contrasting colors (e.g., black and white) and readable from the road or highway and:
 - a) Arabic numbers shall be used; script and roman numerals cannot be used alone, but may be used as an addition to the requirements of this section.
 - b) All single-family and two-family residential buildings shall have street numbers, not less than four inches tall and placed on the exterior wall of the principal building that faces the street or service drive providing access to the building. All such residential units shall also have street numbers, not less than 3 ½ inches tall, placed on their respective mailbox. If the building setback is greater than 100 feet from the roadway, the address shall be moved no further than 25 feet from the roadway and placed within 10 feet of the entrance to the property. Numbers and letters shall be visible from the roadway at all times of the year.
 - 3) Commercial and industrial requirements.
 - a) All suite numbers that identify each individual unit shall be placed on the primary entrance to each business or occupancy.
 - b) All commercial or industrial structures which have a rear service door shall identify the occupant and the street address conspicuously and on said rear door in contrasting and reflective letters and/or numbers not less than six inches tall, and shall continuously maintain same.
- C. Door, floor and stairway identification. Any occupancy having more than five exterior means of egress and/or more than two floors in height shall number the individual egress areas according to this section:
 - 1) An identifying number shall be placed on the interior and exterior of each means of egress doorway not less than six inches tall and in contrasting color and light reflective.
 - 2) Each floor shall have a sign indicating room numbers, with an arrow indicating the direction to these rooms. The location of this sign must be acceptable to the AHJ.
 - 3) Each interior door providing access to an enclosed stairway that is considered part of an accessible means of egress shall be identified with numbers and letters not less than 3 ½ inches tall in the following manner:
 - a) Have a sign indicating floor level posted on both sides of the egress door in a location acceptable to the AHJ.
 - b) Have a sign indicating the exterior exit door egress assigned in compliance with Subsection B(1) located on both sides of the egress door in a location acceptable to the AHJ.
 - 4) Identification numbers shall be placed on the exterior window of all hotels, motels, nursing homes, and multifamily occupancies to identify the room number or address it services. The numbers shall not be less than 3 ½ inches tall, light reflective, and in a location acceptable to the AHJ.