

City of Vista Fire Department

Development Services Section

200 civic Center Drive, Vista CA 92084

Guideline:

Premises Identification - Addressing



Guideline G-02

Date: January, 2008

Premises Identification – Addressing

PUPPOSE

The intent of this standard is to provide the minimum requirements necessary for the proper posting of building addresses. Building addresses enable emergency responders to locate homes, businesses, and property. Visible addresses are required by the 2007 California Fire Code, and as amended by the Vista Municipal Code.

SCOPE

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. Addresses shall comply with Vista Municipal Code and this guideline, unless an alternate means or method is approved by the Fire Chief.

REQUIREMENTS

- A. A specific address assigned by the City of Vista, Public Works Department shall be provided on each building. The numbers shall be displayed in a location plainly visible and legible from the street or access drive fronting the property. Said numbers shall be three-dimensional and shall contrast in color with their background.
- B. The minimum sizes of the numerals shall be as specified by the following:
 1. **Single Family Dwelling**
 - Four (4) inches in height, minimum
 - Illuminated during hours of darkness*
 - May require an additional sign at the street when dwelling is set back from the street and visibility is poor.
 2. **Multi-Family and Commercial buildings**
 - Six (6) inches in height, minimum – on the building
 - Four (4) inches in height, minimum – unit numbers visible from walks and drives
 - Four (4) inches in height, minimum – interior hallways and doors illuminated during all hours of darkness*
 3. **Industrial**
 - Twelve (12”) inches in height, minimum – on the building
 - Six (6”) inches in height, minimum – suites (front and rear)

- 4. Rooftop addresses (commercial/industrial only)**
- Rooftop numbers may be required on all new commercial/industrial buildings, and may be required on existing commercial/industrial buildings undergoing tenant improvements, as determined by the Fire Chief.
 - Rooftop address numerals shall be three (3) feet in height; the overall width of individual numerals shall be 18"-24" with a 6" stroke. The space between numerals shall be two (2) feet. Addresses shall be painted white, unless otherwise approved.
 - Numbers shall be placed parallel to the street. See illustration on page 5.
- C. All suite identification numbers shall increase from lowest to highest, in the same manner or direction as the street numbers.
- D. Vegetation or other site features shall not obstruct addresses numerals.
- E. Multiple buildings will require illuminated directories at the site entries.
- F. Prior to installation, the Vista Fire Department shall be contacted for location approval.
- G. Any deviations from these standards will require written approval from the Fire Marshal.

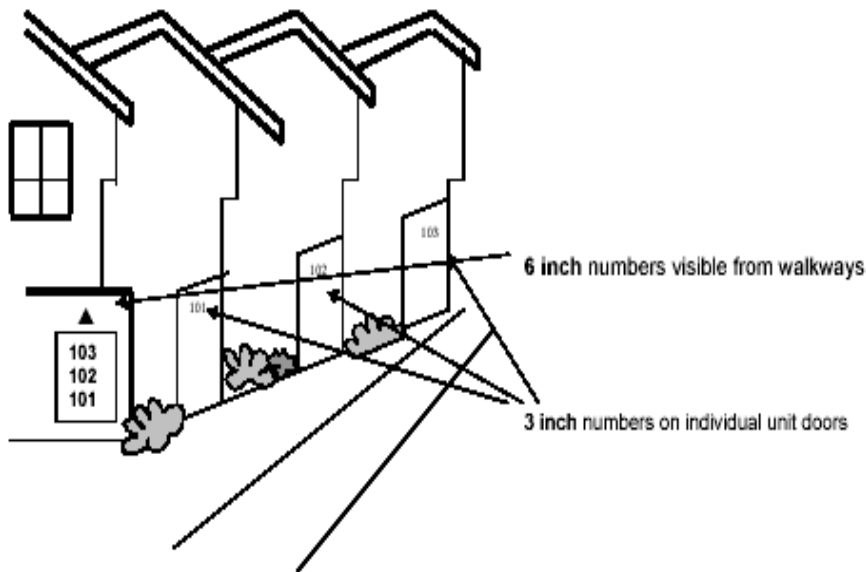
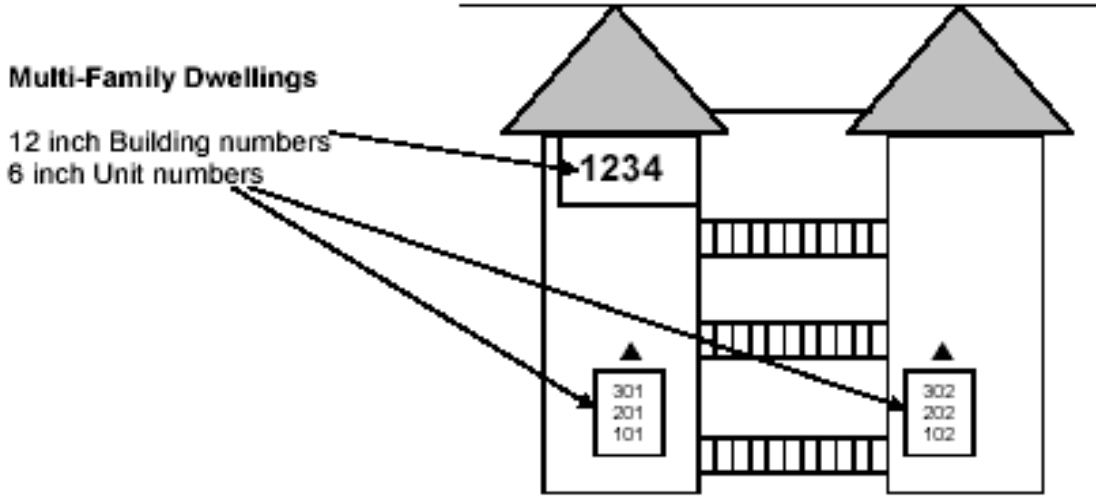
ILLUSTRATIONS ATTACHED

• ILLUMINATED DURING ALL HOURS OF DARKNESS SHALL MEAN:

The street address assigned to the building shall be displayed in a manner approved by the Vista Fire Department and shall be illuminated by one of the following methods:

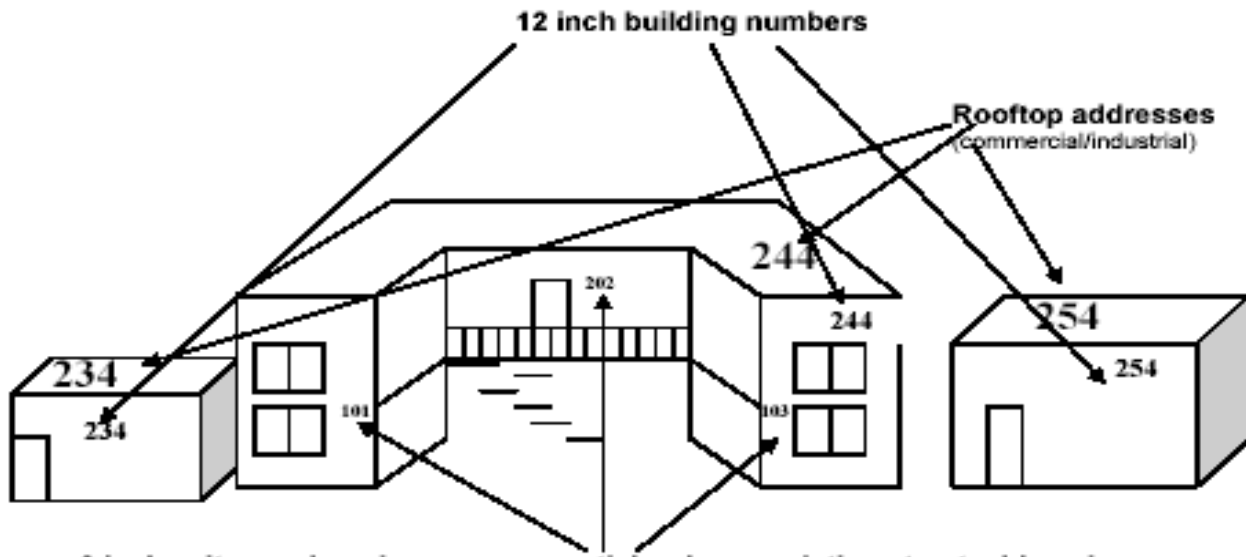
- A. An approved, listed, electric exterior light of adequate power and fixed in such a position that the required address is fully lit and can easily be read from the street or access drive that is fronting the property, during all hours of darkness. Said light shall not be controlled by a switch, but may be equipped with a light-sensitive device that will turn the light off during daylight hours. Any device employed to turn the light on and off shall be fully automatic and function without routine human intervention, or

- B. An approved, listed address display fixture that is backlit from within the fixture and can be easily read from the street or access drive that is fronting the property during all hours of darkness. Said fixture shall not be controlled by a switch but may be equipped with a light sensitive device that will turn the fixture off during daylight hours. Any device employed to turn the fixture on and off shall be fully automatic and function without routine human intervention.



* Illustrations not to scale

**Industrial/Commercial/Office Addresses
(example of buildings on the same street)**



6 inch suite numbers in same sequential order as existing street addressing

It is recommended that the builder or owner meet with the Fire Prevention Bureau prior to posting numbers or having any stationery, forms, business cards, etc., printed.

Commercial/Industrial Rooftop Addressing (* not to scale)

