



CITY OF CITRUS HEIGHTS

BUILDING & SAFETY DIVISION

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Policy for Posting of Building Address

Purpose:

To provide a policy for posting building addresses.

Background:

Section R319.1, Address Identification, of the California Residential Code (CRC) requires "Buildings shall be provided with approved address identification".

Section 502.1, Address Identification, of the California Building Code (CBC) requires that "New and existing buildings shall be provided with approved address identification".

Section 505.1, Premises Identification, of the California Fire Code states "New and existing buildings shall be provided with approved address identification". This section is amended in the Citrus Heights Municipal Code Chapter 38, Article II, Section 38-32, for character height (6", instead of 4").

Policy:

Before final inspection can be completed on new construction (including additions and alterations), the building address and any unit addresses shall be posted in accordance with the following minimum standards:

- Address Identification. New and existing buildings shall be provided with approved address identification.
 - The address identification shall be legible and in a position that is visible from the street or road fronting the property.
 - Address identification characters shall contrast with their background.
 - Address numbers shall be Arabic numbers or alphabetical letters.
 - Numbers shall not be spelled out.
 - Each character **shall be not less than 6 inches** (152.4 mm) high with a **minimum stroke width of ½ inch** (12.7 mm).
 - Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response.
 - Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure.
 - Address identification shall be maintained.
 - Address identification shall be internally or externally illuminated on **all new buildings and existing buildings undergoing alterations**.
 - An illuminated directory board shall be required at every entrance where deemed necessary by the fire code official.


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Chief Building Official
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