



**CAL FIRE**  
**San Luis Obispo**  
**County Fire Department**

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*Robert Lewin, Fire Chief*

## • STANDARD 2 • ADDRESSING

### **SCOPE:**

To provide consistent identification of all buildings throughout the County so they can be located during an emergency. Reference: 2010 California Fire Code, Section 505 & SLO County Title 20.

### **General:**

- 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 and at additional locations on the building as required by the fire chief. (See Exhibit 15)
- Address numbers & street names are assigned by the County of San Luis Obispo Planning Department. You may contact them at (805) 781-5157 for an application for new address or more information.
- Addresses shall be assigned to the road from which the primary driveway originates.
- Address numbers at the driveway entrance shall be clearly visible from both directions, preferably using reflectorized numbers.
- Where multiple addresses are required at a single driveway, such addresses shall be mounted on a single approved post.
- When a building is not visible from the roadway or when required by the fire chief, additional numbers or addresses shall be provided on an elevated post or monument adjacent to roads or driveway leading to buildings.
- Approved street or road signs and address numbers shall be installed prior to occupancy of any new building, and prior to construction when required by the fire chief.
- For complexes with multiple buildings, the fire chief may require directories, premises maps and directional signs at approved locations. The site plan submitted to the fire department for approval shall also include the location and details of directories, maps, signs, building and unit numbers and any other information deemed necessary by the Fire Department. (See Directory Requirements on page 2 for more information).

### **Requirements:**

- One and Two Family Dwellings and Mobile Homes: Address numbers shall be a minimum of six (6) inches in height, one-half inch (1/2") stroke. Where buildings are set back from the street, larger numbers shall be required. Each dwelling unit requires a separate address that is assigned by the SLO County Planning Department. Identifying units with A, B, C, 1,2, 3, etc... is not allowed. Please contact the Planning Department at (805) 781-5157 to obtain the correct address numbers for your home.
- Commercial Buildings: Address numbers shall be a minimum of eight (8) inches in height, and on-half inch (1/2") stroke. Where buildings are set back from the street, larger numbers shall be required.

- **Industrial Buildings:** Address numbers shall be a minimum of ten (10) inches in height, and one-half inch (1/2") stroke. Where buildings are set back from the street, larger numbers shall be required.
- All numbers shall be of a contrasting color to the background. Reflectorized or lighted numbers are highly recommended, especially at the driveway entrance.
- Address numbers shall be of a contrasting color to the background. Reflectorized or lighted numbers are highly recommended.
- Address numbers shall be visible at all times. Trim trees, bushes and shrubs if foliage obstructs visibility.
- Suite numbers shall be located above or adjacent to the entrance door. Multi-unit buildings with rear doors shall also provide suite numbers above or adjacent to each rear door. Numbers shall be a minimum of six (6) inches in height, of contrasting color to the background, and readily visible.
- **Apartments, Towns Houses and Condominiums:** Building address numbers shall be a minimum of eight (8) inches in height, of contrasting color to the background, and readily visible. Each individual unit number shall be above or adjacent to the entrance door. Numbers shall be a minimum of six (6) inches in height, of contrasting color to the background and readily visible.

### **Directory Requirements:**

- Must be provided at every entrance into the complex.
- Must be set back two (2) feet from the curb, facing the driveway.
- A directory shall be a minimum of 3 feet X 2 feet.
- Individual unit numbers shall be a minimum of 1/2" in height.
- Building numbers shall be a minimum of 1/2 inch in height.
- Lettering shall be a minimum of 1/2" in height.
- Must be illuminated, either internally or externally.
- Subject to Fire Department approval prior to directory printing and installation.

### **Street Signs:**

- Street signs shall meet the SLO County Public Improvement standards road sign specification M-4, available from the County Engineering Department at (805) 781-5252 or online: <http://www.slocounty.ca.gov/Assets/PW/DevServ/general/2008+Standards.pdf>
- If the road is maintained by the County, the sign will also be maintained by the County.
- If the road is maintained by another agency (road maintenance agreement, Homeowner' Association, district, etc), the signs shall be maintained by that entity.
- If the road is not maintained by either the County or another agency, the road signs shall be maintained by the party or parties who requested the road name or the construction permit.
- All signs not maintained by the County shall have reflective green lettering on a reflective white background and can be purchased from any sign vendor.