



EULESS FIRE DEPARTMENT FIRE MARSHAL'S OFFICE

EFD-FMO 15-1

INFORMATION LINE: *Premises Identification/Street Signs* *Revised 8/08*

Fire Chief Wes Rhodes Fire Marshal Paul Smith

2003 Edition
International Fire
Code As Amended

NFPA Standards
Adopted

SCOPE

The purpose of this document is to list the provisions of the amended section of the fire code that outlines premises identification (addressing). This document is to be used as a guide by any persons, firms, or organizations responsible for the placement of an address or other types of premise identification on a building or structure in order to make it readily available and recognizable for immediate use by emergency services personnel. This document also outlines specifications acceptable to the City for public and private street signs.

DEFINITIONS

Address – A place where a person or organization may be communicated with. To mark or identify within a numeric grid for directions or delivery.

Building – Any structure used or intended for supporting or sheltering any use or occupancy.

Designated Representative – For purpose of this policy “Designated Representative” shall mean to be a member of the Euleless Fire Marshal’s Office, Euleless Fire Department, Euleless Police Department, Euleless Inspection and Development Department or Office of the City Engineer.

Emergency Services – Shall mean Fire, Police or Emergency Medical Services, or other agencies that tend to provide support during civil emergency situations such as the electric service company, gas company, public works, red cross, salvation army, etc.

Premise – A tract of land with buildings or part of a building with its appurtenances thereon.

PREMISE IDENTIFICATION REQUIREMENTS

1. Approved numbers or address shall be placed on all new and existing buildings in such a position as to be plainly visible and legible from the street or roadway fronting the property. Said numbers shall contrast with their background.
 - A. Residential occupancies should have numbers a minimum of four (4) inches in height.
 - B. Multi-Family, townhomes, condominiums and commercial occupancies shall have street and/or building numbers a minimum of eight (8) inches in height. When deemed necessary by the Fire Marshal, the street and or building numbers may be required to be of a larger size for immediate and visible identification.
2. If the structure is more than two hundred (200) feet from a public street, the address shall also appear at the front or main entry to the property. (ON A MONUMENT SIGN - SEE SIGN ORDINANCE)
3. When deemed necessary by the Fire Marshal, the street or building numbers may be required on more than one side of the structure or property.
4. Building and/or street numbers shall be lighted in a manner that will make them immediately discernible as approved by the Fire Marshal.

EXCEPTION: Neighborhood residential districts containing single family detached and single family attached (duplex) dwelling.

5. Street or road signs. When required by the Fire Chief, streets and roads shall be identified with approved signs.

ADDITIONAL REQUIREMENTS REGARDING ADDRESS IDENTIFICATION:

APARTMENT BUILDINGS

Building numbers (alpha or number) shall be a minimum of eight (8) inches in size and placed on each side of the building. Designation of the unit ranges shall be a minimum of four (4) inches in height placed directly under the building number or alpha designation. Unit ranges shall be placed on the building side from which access can be obtained. Door numbers on individual dwelling units shall be a minimum of one (1) inch.

Apartment buildings shall have a supplemental address affixed in the fire lane. The supplemental address shall be installed in conjunction with the fire lane marking and designate the official street address assigned to the building or the building number if a single address has been assigned to the property.

The supplemental address markings shall be affixed in a 12" X 24" red rectangle box. The box shall contain white block style numbers, measuring not less than nine (9) inches in height, readily readable from a moving vehicle.

The red rectangle box shall be located on the edge of the fire lane stripe, on the same side as the building and centered in proportion to the building.

The maintenance of the supplemental address markings shall be the same as required of the fire lane markings.

See the information line that outlines fire lane markings for additional typical details. (Info Line #16).

LIGHT VISIBILITY

Primary addressing shall be located in a lighted area or be lighted in a manner that makes the address readily identifiable and visible during nighttime conditions.

RESIDENTIAL ADDRESSING

Addressing should be placed on the structure in a manner that makes it visible from the public street or access roadway. Additional addressing designations may be placed on the curb directly in front of the dwelling unit or at the driveway entrance to the dwelling unit in addition to placement on the structure.

SUITE/BACK DOOR IDENTIFICATION

When required by the Fire Marshal, rear doors to business suites shall be labeled with the suite number or address a minimum of four (4) inches in height, contrasting in color and/or capable of being reflective to a beam of light.

ADDRESSING OF BUILDING UNDER CONSTRUCTION

Addressing shall be placed on all buildings under construction and may be erected in a temporary manner. The address must be weather resistant, visible from the street or access roadways, and meet the minimum size requirements.

STREET SIGNAGE OF DEVELOPMENTS UNDER CONSTRUCTION

All required street signs should be installed prior to building permits being issued. Street signs on public streets shall meet the minimum specifications as outlined in this document. Street signs on designated or dedicated private streets (fire lanes/emergency access easements) shall meet the minimum specifications as outlined in this document.

NOTE: Street sign information is provided for reference only. Confirmation on ANY street sign item must be confirmed with the City Engineering Office at 817-685-1400.

STREET SIGN SPECIFICATIONS

PUBLIC STREET SIGNS – Standard specifications shall be the following:

1. Blank aluminum panel is to be a minimum of six (6) inches in width covered with blue reflective tape. Lettering on panel is four (4) inches in height with block designation on panel two (2) inches in height.
2. Standard acceptable sign blanks based on length to fit street name and block number designation. Aluminum blank shall be of .080 inches in thickness. The minimum length of a sign blank shall be twenty-four (24) inches maximum length shall not exceed forty-six (46) inches in length.

3. Reflective tape to be engineer grade, pressure sensitive type. The reflective tape to be BLUE to designate public streets and RED to designate private streets.
4. Lettering for the street name shall be made of four (4) inch reflective sheeting, series "C", high intensity grade. Lettering for block designation shall be of the same material two (2) inches in stroke height.
5. The pole for signs shall be two and three-eighths (2 3/8) inches diameter, sixteen (16) gauge galvanized, with a .065 wall thickness. Post caps to be 2 3/8 inch OD, Brackets 5 1/2 inch width set screws. Tee 90-degree bracket.

PRIVATE STREET SIGNS

Standard aluminum panel shall be a minimum of six (6) inches in width covered with red reflective tape. Lettering on panel shall be a minimum of four (4) inches in height. Private street signs shall meet all other standard specifications.

HEIGHT OF STREET SIGNS FROM GRADE

Street signs shall be set to provide a minimum exposure height of seven (7) feet and six (6) inches to the bottom edge of the street sign from grade level at the base of the pole.

MINIMUM DEPTH OF SIGN EMBEDMENT

Sign poles shall be set in concrete at a depth of not less than twenty-four (24) inches or greater if needed for structural stability. The pole shall be set in 3000-psi concrete having a diameter not less than eight (8) inches.

AUTHORITY TO REVIEW INSTALLATION OF STREET SIGNS

The Office of the City Engineer shall coordinate and oversee the installation of all required street signs.

AUTHORITY TO REVIEW SPECIFICATIONS OF STREET SIGNS

The Director of Development or his designated representative shall review and establish specifications of street signs acceptable to the City.

STREET NAMES

The City's Development Review Committee will review all proposed street names, public or private, and make recommendation to the City's Street Naming Committee regarding acceptance and use.