



House and Building Numbering

Purpose: Increase number size/visibility for improved emergency response by Police, Fire and Ambulance service providers.” Chapter 9, Article IV, Sections 9-25 through 9-30 of the Salinas City Code reads as follows:

Sec. 9-25. Numbering buildings.

The scheme or plan for numbering houses and buildings (including street entrances) in the city shall be as shown on the street number map of the city filed in the office of the city engineer. Such map is adopted as the official street number map of the city.

Sec. 9-26. Where plan kept; furnishing numbers.

The official street number map shall be kept at the office of the city engineer and open to public inspection during the business hours of each day and the city engineer shall, upon the application of the owner or occupant of any house or building in the city, furnish him or her with the correct numbers of each of its street entrances.

Sec. 9-27. Numbers required.

All building addresses shall be visible from the street which fronts the building. This street may be the public street for which the address is given or it may be the private roadway that fronts the building and allows access to the building. In order to facilitate rapid response to an emergency at a building or complex, the addresses shall be clearly visible to the emergency responders from the road or street.

Sec. 9-28. Where number to be placed; size and style of numbers.

- (a) All **RESIDENTIAL including MULTI-FAMILY RESIDENTIAL** addresses must be clearly identified with a number/letter a minimum of 3½” high and ½” stroke, and located on or adjacent to the entrance. If provided, the address(es) shall be placed on the freestanding or monument sign corresponding to the adjacent building(s).
- (b) **Clustered units/apartments/condominiums** shall have a single number/letter for the cluster posted where it is clearly identified from the street or road, per subsection (d). Individual units in the cluster will be numbered alphabetically or numerically with letters a minimum of 3½” high and located on or adjacent to the entrance of the unit.
- (c) When the buildings are not clearly identified from the street, a directory board is required at the entrance of the complex. The reviewing authority shall determine if a directory will be required to be posted at each entrance to a **MULTIPLE FAMILY/COMMERCIAL/INDUSTRIAL** complex, indicating the direction and building number or letter. Where a building is set back from the street or road, the address number or letter shall be determined for both the street approach and on the building, in accordance to the following standards:

- (1) 0 - 30 foot distance: 4" minimum height and ½" minimum stroke width.
 - (2) 31 - 50 foot distance: 6" minimum height and ¾" minimum stroke width.
 - (3) Over 50 foot distance: 12" minimum height and 1¼" – 1½" minimum stroke width.
- (d) **Multiple tenant COMMERCIAL buildings** shall have a suite number/letter placed on the rear exit door of each space, in addition to the primary entrance. Both the front and rear door address number/letter shall be 4" minimum height. The building address shall be posted where it is clearly identified from the street or road. If provided, the address(es) shall be placed on the freestanding or monument sign corresponding to the adjacent building(s).
- (e) All addressing shall be on a contrasting background color, shall be reflective and/or illuminated, and distances noted above shall be measured from the curb of the roadway. This revised ordinance shall apply only to newly permitted buildings since the effective date of the ordinance. The overall complex and individual unit number/letter are the only changes required in a multiple tenant commercial complex, when a permit is issued for an individual unit.

Sec. 9-29. Maintenance of numbers.

The owner of each building or house in the city shall, at all times, keep all main doors and street entrances thereof properly numbered in the manner herein prescribed.

Sec. 9-30. Penalty for violation.

If the owner of any building or house in the city fails to cause the main door or any street entrance thereof to be properly numbered, as herein provided, not later than ten days after receiving a notice in writing from the city to cause such door or entrance to be numbered, he shall be guilty of an infraction.