



FIRE PREVENTION DIVISION  
1600 FIRST STREET, NAPA, CA 94559  
707.257.9590

## ADDRESSING STANDARD

**505.1 Address Identification.** New and existing buildings shall have approved address numbers, building numbers or approved building identification placed on the structure in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall not be spelled out. Said numbers shall be either internally or externally illuminated in all new construction. Numbers shall be as follows:

1. Minimum of one-half inch (1/2") stroke by four inches (4") high.
2. When the structure is thirty-six (36) to fifty (50) feet from the street or fire department access a minimum of one-half inch (1/2") stroke by nine inches (9") high is required.
3. When the structure is more than fifty (50) feet from the street or fire apparatus access, a minimum of one-inch (1") stroke by twelve inches (12") high is required.

**505.1.1 Multi -Tenant Buildings.** Numbers or letters shall be designated on all occupancies within a building. Size shall be one-half inch (1/2") stroke by four inches (4") high and on a contrasting background. Directional address numbers or letters shall be provided. Said addresses or numbers shall be visible from the street, posted at a minimum height of 5 feet, 6 inches (5' 6") above the finished floor, shall be visible from the street and shall be either internally or externally illuminated in all new construction.

**505.1.2 Multiple buildings on one site.** Where multiple buildings on one property are accessed by the means of a private road, and the buildings cannot be viewed from the public way, a monument sign, or other signs or other approved means shall be used to identify the structure. Said signs shall be installed at the public way as directed by the fire code official. Address identification shall also be maintained on each of the buildings within the site.

**505.1.3 Rear Addressing.** When required by the fire code official, approved numbers or addresses shall be placed on all new and existing buildings and rear suite doors in such a position as to be plainly visible and legible from the fire apparatus road at the back of a property or where rear parking lots or alleys provide an acceptable vehicular access. Number stroke and size shall comply with 505.1.

**505.1.4 Accessory Dwelling Unit Addressing:**

A detached accessory dwelling unit shall have a designated address. The address shall be the same Arabic numerals as the primary residence followed by the alphabetic letters identifying the accessory dwelling unit as “Unit A”. *Example:* The primary residence is addressed as 123 Blank Street. The detached accessory dwelling unit shall be addressed as “123 Unit A”.