



REGULATIONS COVERING

Addressing Regulations

CITY OF HEMET BUILDING DIVISION
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INFORMATION
BULLETIN

195

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Following are the addressing requirements for structures and buildings located within the City of Hemet limits. Any building or space that a permit or Certificate of Occupancy is applied for after January 1, 2017 shall comply with the following requirements:

Address identification. New and existing buildings shall be provided with approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. The address identification shall be displayed in such a manner as to be continuously displayed, non-moving, and readily visible and legible to emergency vehicles approaching from either direction along the public street on which the address is assigned at all time. Non-continuous display signs, such as changing electronic or video displays are not permitted to be used as required address signs. Moving or non-fixed signs, such as flags are not permitted to be used as required address signs. In situations where there is a public entrance to a property, building, or complex in addition to the entrance from the public street the address is assigned, additional address number signs may be required to be displayed at those additional entrances. Buildings located on the property so that the required address displayed on the building is not visible from the public street fronting the property, additional address number signs will be required at the public street entrance to the property, driveway or private road, and at any intersecting points along the driveway or private road leading to the building. Address identification characters shall contrast with their background. (505.1)

Address Number Assignment. Only address numbers or letters assigned and approved by the Building Division may be displayed on buildings; property and/or building owners are not allowed to display address numbers or letters which have not been approved by the Building Department. (505.2)

Location. Address numbers or letters shall be displayed above the eve line of the building on the upper $\frac{1}{4}$ portion of the building or in a location on the building approved by the Fire Department. Required address signs on building shall be placed at a height and location of the building so as to be readily visible from the public street fronting the building at all times. Required address signs shall not be placed at a height or location on the building where the address sign is visually obstructed, confused or camouflaged by other structures or buildings, building structural or decorative features, windows, glazing, or by expected locations of parked or stopped vehicles, other signs, trees or other existing or potential obstruction. Obstruction which are installed or occur after a required address sign is approved and installed, the Fire Department may require the relocation of the required address sign, or the removal of the obstruction. (505.3)

Illumination. All addresses required to be displayed on a building or other permanent structure shall be illuminated during all hours of darkness. The source of illumination shall be controlled by a photoelectric device which causes the address to be illuminated automatically during all hours of darkness. Timer based control devices are not allowed to be used for the purposes of controlling address illumination. The address may be illuminated by a light source placed behind, within, or near the address. Examples of acceptable light sources include self-contained illuminated signs, landscape lighting decorative exterior building lighting and advertising lighting.

The power source for illumination of the address identification must be under the control of the building or property owner. Illumination from other ambient or nearby sources, such as street lights, advertising

signs on nearby buildings, or other sources not controlled by the building or property owner are not considered sufficient for the purpose of required address illumination.

Exception: Addressing used to identify individual tenant spaces or suites at the interior entrance within, or rear exterior non-public access to commercial building need not be illuminated. Special temporary address signs at construction sites and undeveloped properties need not be illuminated. (505.4)

Color. All required address signs shall be of a color combination where the numbers contrast with the background at all times. Address numbers placed on windows or other glazing may appear to have an acceptable contrasting background during daylight hours, but may have an unacceptable non-contrasting background during hours of darkness. Reflective signs are acceptable, provided that when illuminated by a light source the reflected light from the sign produces contrasting colors which distinguish the address identification from any other reflective material. (505.5)

Size. All required address signs shall be of the minimum size required by this section or larger if required by the Fire Department.

506.5.1 Residential. 4-inch high building numbers with a 1/2-inch minimum stroke.

506.5.2 Commercial. Height of any numeral or letter must be 1/10 taller than the setback distance measured in feet, expressed in inches, but in no case smaller than 6 inches in height plus 2". Width or stroke of any portion of a number or letter must be 1/10 of its height but no less than .5-inch stroke. The width of any figure must be 1/2 its height. Suite numbers shall be a minimum 6-inch suite numbers, with a minimum .5 inch stroke, shall be located on the front and back doors.

Calculation Example for 100' Setback:

Height: $100'' \times 10\% = 10'' + 2'' = 12''$ Minimum**

Stroke Width: $12'' \times 10\% = 1.2''$ Minimum

Width: $12'' / 2 = 6''$ Minimum

**Maximum height may be limited to 12" when a minimum 6" address is located on monument sign.

506.5.3 Multi-Family. 12-inch building numbers with a 2-inch minimum stroke. 6-inch directional numbers shall be visible from the walkway. Individual unit characters shall be a minimum of 4-inch characters in height and a 1/2 inch stroke. Each individual unit shall have the unit identification, numbers or letters located at or near the primary entrance to the unit. (505.6)

Format. All required address identification shall displayed in a horizontal format. When numbers are used as part of the address, the number shall be displayed by using numerical characters and not by using letters to spell the number(s). The style or font of the character used shall be of a style or font which provides characters which are clear and easily recognizable. (506.6)

Complex Directory. For all properties where more than two (2) buildings exist, or otherwise required by the Fire Department, a map of the complex or facility shall be displayed at or near each entrance from the public street or roadway to serve as a directory to assist in rapid and safe response of emergency vehicles to locations within the complex or facility. The complex or facility map shall clearly show and identify all buildings on the property, including the primary services or functions within each building, all roadways, all access points to the facility from the public streets or roadways, all emergency vehicle access points, fire hydrants(s), fire department connection(s), fire alarm panel location(s), significant life safety hazards, pre-designated helicopter landing areas, and all other specific details as may be required by the Fire Department.

Exception: Properties which are primarily used for residential single family, duplex or triplex dwellings. (506.7)