



ONTARIO FIRE DEPARTMENT FIRE PROTECTION STANDARD

ADDRESSING OF NON-RESIDENTIAL BUILDINGS
STANDARD #H-003 EFFECTIVE 11-08-05 PAGES 2

PURPOSE:

To provide a guideline for the proper procedure of addressing a non-residential structure

SCOPE:

To ensure the ability of firefighting crews to visualize building addresses

AUTHORITY:

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. (Section 505.1 2013 CFC and Ontario Municipal code.)

REQUIREMENT:

(1) Responsibility for Posting & Maintenance of Address Identification:

The owner or occupant or person in charge of any building to which a number has been assigned shall be responsible for posting designated street address numbers subject to the following specifications:

(2) Placement of Address Identification:

Principal buildings shall display the number on the side where the front entrance is located. Where a principal building is occupied by more than one (1) business unit, each separate tenant or dwelling unit front entrance shall display the assigned number. *Commercial and industrial buildings shall, in addition, display the assigned numbers on rear and side entrances facing a public alley or access drive.*

(3) Placement on Free Standing Structure (Monument Signs):

When numbers on a building would not be visible from the street due to setback distance or would otherwise be obstructed, the numbers may be posted on a freestanding structure a maximum of forty-two (42) inches high, four (4) feet square in size;

(4) Physical Size of Numbers:

Width:

Each individual digit stroke shall be a minimum of inch (1) inch wide;

Height:

Four (4) inches high for up to fifty (50) feet of distance from the street curb.

Eight (8) inches high for up to one hundred (100) feet from the street curb.

Twelve (12) inches high up to one hundred fifty (150) feet from the street curb. For distances greater than 150' from the street curb, see #3.



(5) Color and Material:

Numbers and the background to which they are attached shall be of contrasting colors or shades, and shall be of reflective material for nighttime visibility. Samples of the materials shall be submitted to and approved by the Building Official.



- a. Numbers against a contrasting background
- b. Reflective material approved by the Building Department.