



**COSUMNES COMMUNITY SERVICES DISTRICT
FIRE DEPARTMENT**

8820 Elk Grove Blvd. Elk Grove, CA 95624

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CosumnesCSD.gov/Fire

FIRE PREVENTION CONSTRUCTION STANDARDS DIRECTORY BOARD SIGN STANDARD

Standard Number: FPCS-1002
Original Effective Date: 10/25/2004
Revision Date: 4/15/2022
Code Section: California Fire Code

STANDARD

1002.1 Cosumnes Fire Department, Fire Prevention Division ("Division") provides minimum standards for installing and designing directory signs at apartments, condominiums, mobile homes, and multi-commercial building complexes.

PURPOSE AND SCOPE

1002.2 This standard outlines the minimum standards for installing and designing directory signs at apartments, condominiums, mobile homes, and multi-commercial building complexes and supports and is referenced in FPSC-1001.

APPLICATION

1002.3 Definitions
a. None

1002.4 Directory signs shall be provided as outlined below:

- a. Letters or numbers shall be of a color that contrasts with the background colors.
- b. Signs shall be illuminated, provided by internal or exterior light designed and installed specifically for illumination of the directory sign.
- c. The approved letter style shall be at least 8.7 millimeters (5/16 inches) high at a distance of 20 feet. At a distance of 40 feet, the letters need to be 17.4 millimeters (11/16 inches) high. This is the minimum letter height needed under ideal viewing conditions. The size of the letters on the



directory sign is only one factor that would affect its readability. Additional factors include the color of the letters, their contrast with the background, and the amount of light on the sign. Whether the viewing person is moving or stationary and the status of the viewing person's vision are also factors that affect the sign's readability. If conditions are less than ideal, the letter sizes shall be increased accordingly.

- d. Directory signs shall be weather and vandal resistive.
- e. Directory signs shall be provided at each driveway entrance. There shall be a pullout from which to view the directory sign. This pullout shall not obstruct the flow of traffic into the complex.
- f. All directory signs shall be installed before occupancy.

1002.5 Directory signs shall provide the following information:

- a. A plot plan showing private drive(s)
- b. Access roads
- c. Complex address
- d. Building locations with unit numbers and addresses
- e. Fire hydrant locations
- f. Name of the complex
- g. A reference point on the plot plan indicating the location of the directory
- h. A north-direction indicator

1002.6 Directory sign requirement before installation:

- a. The property owner or their representative shall submit to the Fire Department, Building Department, and Police Department or Sheriff's Office a detailed plan of the directory sign(s) with the following information before installation for review and approval:
 - 1. Size
 - 2. Materials
 - 3. Methods of construction



4. Electrical components and wiring
5. Location of the installations of all directory signs, addressing, and signage

Note: All shrubbery and trees shall be maintained so that the directory signs are always