



PREMISES IDENTIFICATION (2015 MSFC)

Code Reference – MSFC Section 505 – Premises Identification

505.1 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. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be not less than 4 inches (102 mm) high with a minimum stroke width of 1/2 inch (12.7 mm). Where required by the *fire code official*, address identification shall be provided in additional *approved* locations to facilitate emergency response. Where access is by means of a private road and the building cannot be viewed from the *public way*, a monument, pole or other sign or means shall be used to identify the structure. Address identification shall be maintained.

505.2 Street or road signs. Streets and roads shall be identified with *approved* signs. Temporary signs shall be installed at each street intersection when construction of new roadways allows passage by vehicles. Signs shall be of an *approved* size, weather resistant and be maintained until replaced by permanent signs.

General Requirements

1. Address number shall not be of script or italic style typefaces.
2. If the structure and/or address is not visible from the fronting street, additional address numbers shall be required at the driveway entrance or entrance to the private street on which the structure is located. Blue 911 address number signs meeting City of Shakopee standards may be required. See our handout on labeled Address Signage Detail.
3. Location of address numbers on multi-family and commercial structures shall be approved by the Shakopee Fire Department.

Specific Requirements

Commercial

1. On all commercial buildings, the minimum size requirements shall be 8" for main entrances and 4" for all secondary and/or back entrances. Where an address series is required the minimum size shall be 8". Larger buildings will require larger sized numbers.
 1. In strip malls and multi-tenant buildings where there will be separate street addresses for each tenant space the minimum size requirement shall be 4" for main entrances and 4" for secondary and/or back entrances. Address series numbers will be required on the building.
 2. In strip malls and multi-tenant buildings where there will be suite numbers assigned to tenant spaces the minimum size requirement shall be 4" for main entrances and 4" for secondary and/or back entrances. An address number will be required on the building.
2. If address numbers are located on a directory sign, additional address numbers shall be required at the main entrance.

Residential

1. For 1 or 2 family dwellings the minimum size requirement shall be 4".
2. For multi-family dwellings the minimum size requirements shall be 4" for main entrances and 4" for all secondary and/or back entrances.

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