



CHAPTER TWO

Address Directories

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- Apartment Monuments and Directories

Purpose:

A proper address directory placed at the entry of a complex aids all emergency responders attempting to find a location on a property with multiple buildings and or suites. (i.e., apartment complexes, hospital campuses)



ADDRESS DIRECTORY GUIDELINES

General: Approved graphic directories shall be provided at all driveway entrances for all multiple dwelling developments, mobile home parks, or when required by the Fire Chief. Such directories shall be illuminated and conform to the City of Surprise design standards, and be approved by the Fire Chief.

Prior to construction, plans shall be submitted to the Fire Prevention Division for review

Dimensions: The number of buildings in the complex shall determine the dimensions of the directory.

1. Complexes containing 12 or fewer buildings require 3X3 feet (9 square feet) site directory.
2. Complexes containing 13 to 30 buildings require 4X4 feet (16 square feet) site directory.
3. Complexes containing 31 or more buildings require 5X5 feet (25 square feet) site directory.

Framing: Framing materials shall not encroach upon the face of the directory by more than one and one half (1½) inches. Stanchions or supports shall not be included in the required size of the directory.

Protection: The directory shall be protected against vandalism and disfigurement by a clear polycarbonate cover, with a minimum of one-eighth (⅛) inch thickness, sealed to protect from weather.

Illumination: Address directories shall be internally illuminated utilizing white light. The directory must be illuminated from dusk to dawn.

Installation Requirements: Support posts or stanchions shall be set in concrete. Directories with dimensions of 3X3 feet (9 square feet) shall be 36 inches above grade. Directories with dimensions of 4X4 feet (16 square feet) and 5X5 feet (25 square feet) shall be 24 inches above grade.

Depictions: All depictions must be clear, easily understood and legible at a distance of eight (8) feet. The directory shall depict structures, building numbers, units, apartment space numbers, tennis courts, swimming pools, canals, waterfronts, driveways, streets, laundry rooms, fire hydrants, and other areas determined by the Chief. The depictions shall comply with the following:

1. Directories shall be provided at all driveway entrances for all multiple dwelling developments, mobile home parks, or when required by the Fire Chief. Such directories shall be illuminated and conformed to the City of Surprise design standards, and be approved by the Fire Chief.



(Regulation Address Directory Continued)

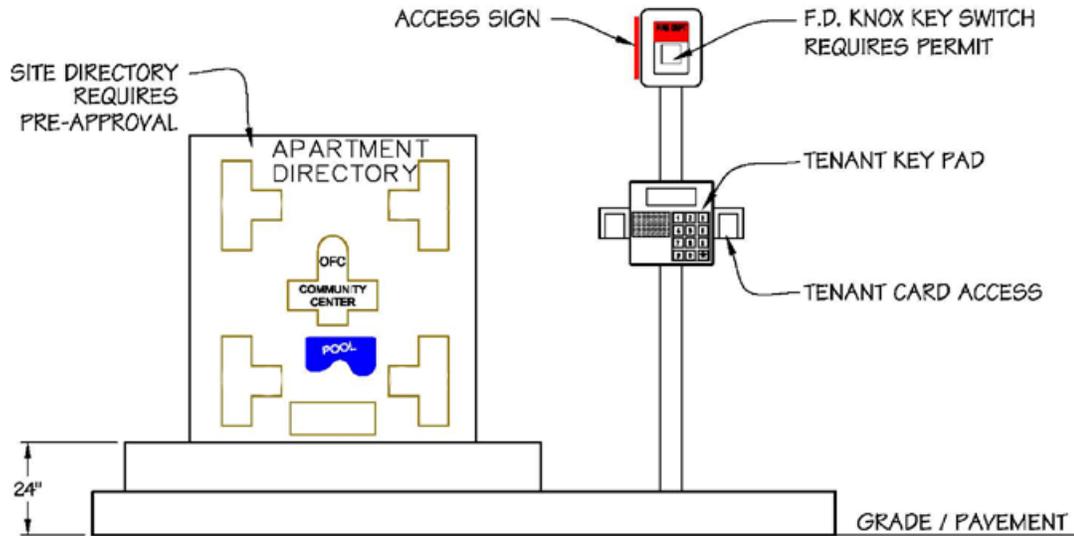
2. The name and address of the complex is required, but shall not exceed ten percent (10%) of the total size of the site directory.
3. Swimming pools, canals, and waterway areas shall be translucent blue.
4. Tennis courts shall be translucent green.
5. Fire hydrants shall be one-fourth ($\frac{1}{4}$) inch diameter black circle filled with a translucent yellow center. The abbreviation "FH" must be affixed by the location of the fire hydrant on the directory.
6. The directory shall be properly oriented to the viewer with a red symbol one (1) inch in diameter, with the words "You Are Here" affixed at the appropriate location on the directory.
7. There must be a north directional arrow affixed to the directory. This arrow must be a minimum of three (3) inches in size.
8. The colors used on the site directory may not be duplicated to represent more than one item.

Setbacks: The directory shall be installed on the occupancy's property and at the location approved by the Chief as follows:

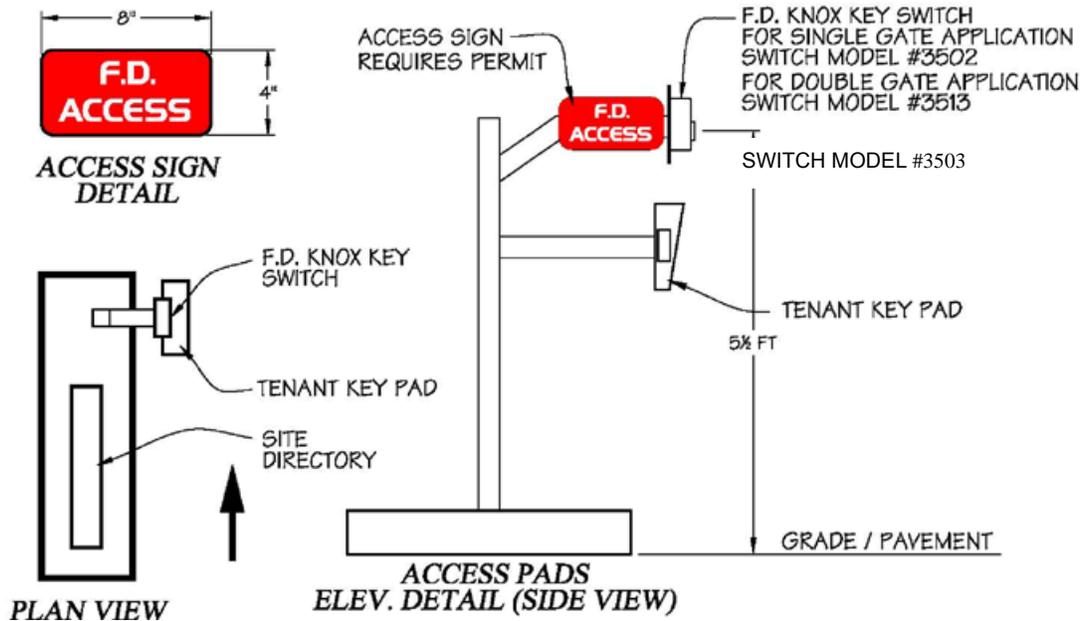
1. The directory shall be set back from the street or curbing at least 25 feet to allow emergency vehicles to clear the public right-of-way.
2. Shall not exceed a distance of four (4) feet from the edge of the property driveway facing the direction of oncoming traffic.
3. Shall not conflict with traffic visibility zones as provided for by other ordinances
4. Shall be immediately visible and free from obstructions including architectural design and landscaping

Prohibition: Information such as advertising or additional artwork shall not be permitted on the directory.

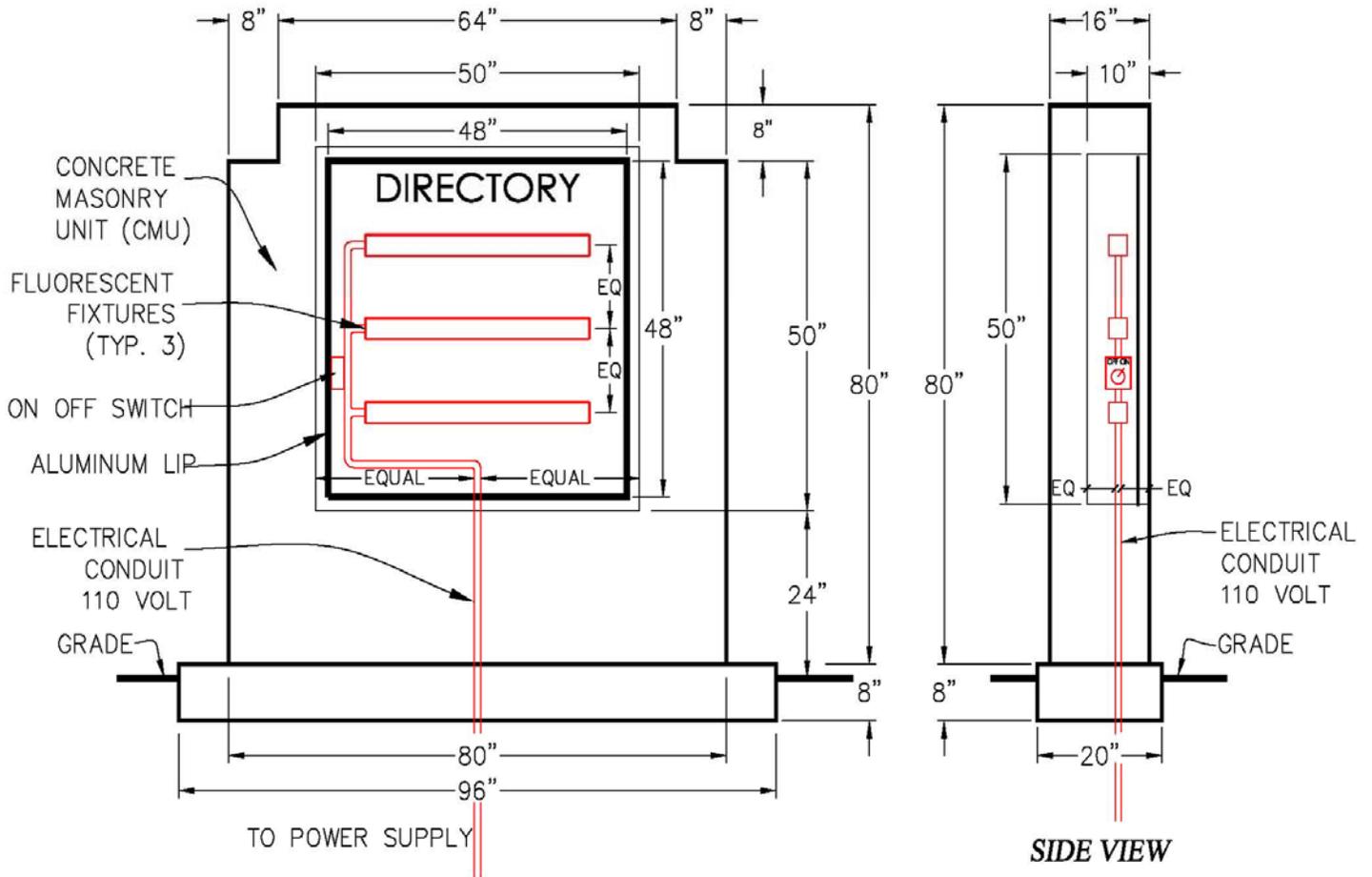
ENTRANCE ISLAND DETAILS TO RESIDENTIAL COMMUNITY WITH AUTOMATIC GATES



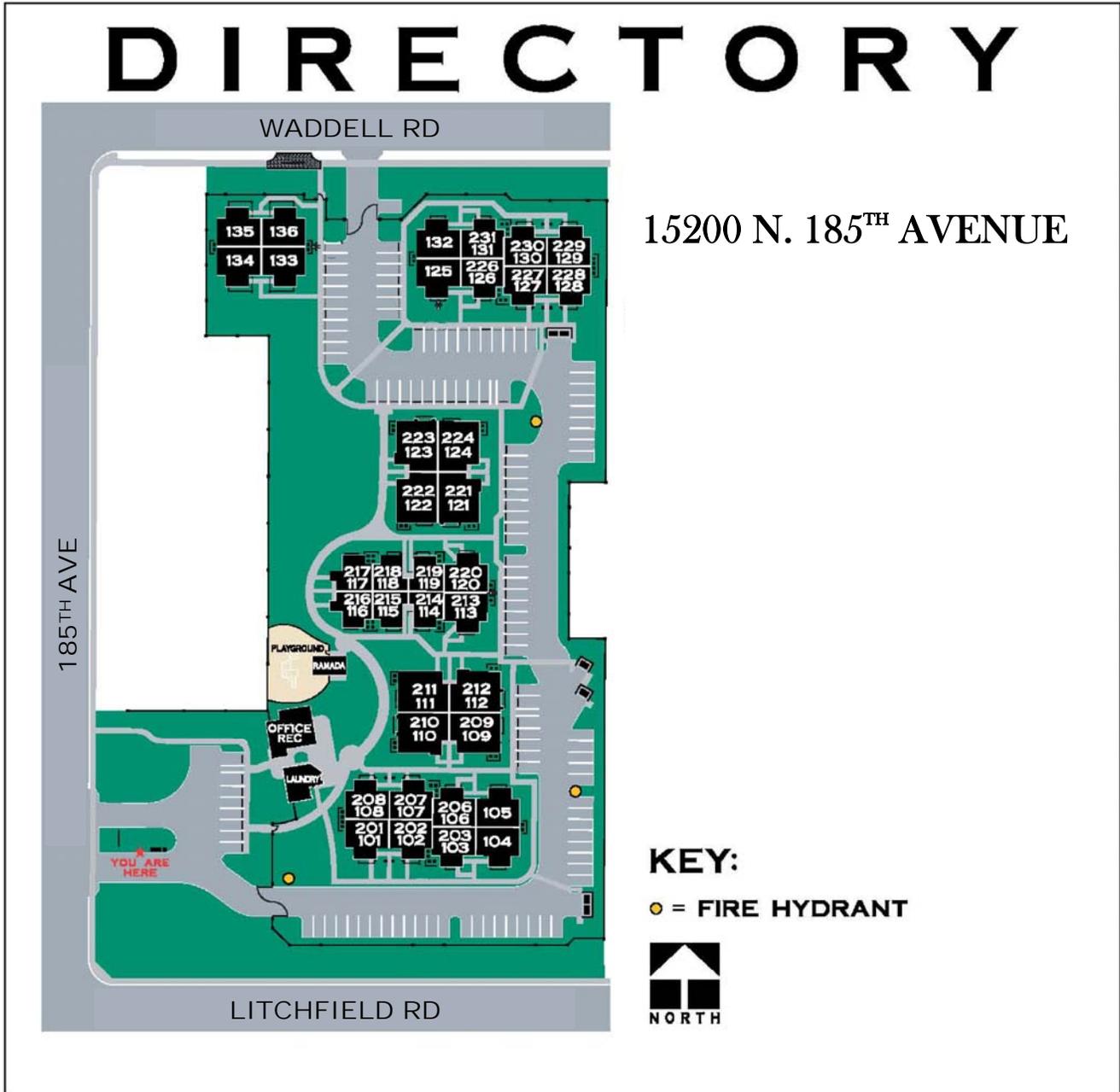
**ENTRANCE ISLAND
ELEV. DETAIL (FRONT VIEW)**



INTERNALLY ILLUMINATED SITE DIRECTORY DETAIL



ADDRESS DIRECTORY



APARTMENT MONUMENT

*The Villas at
Surprise Crossing
Surprise, AZ*



APARTMENT MONUMENT



Surprise Square

