

ORDINANCE NO. 457

AN ORDINANCE OF THE CITY OF ADDISON, TEXAS, RE-  
QUIRING OFFICIAL NUMBERING ON ALL BUILDINGS IN THE  
CITY; REQUIRING NUMBERING AND UNIT NUMBERS FOR  
BUILDING COMPLEXES; REQUIRING DIRECTIONAL SIGNS  
FOR CERTAIN BUILDING COMPLEXES; REQUIRING DIAGRAMS  
FOR MALL AREAS; PROVIDING A PENALTY OF FINE NOT  
TO EXCEED THE SUM OF TWO HUNDRED DOLLARS (\$200.00)  
FOR EACH OFFENSE; AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ADDISON,  
TEXAS:

SECTION 1. OWNER OR OCCUPANT TO NUMBER BUILDINGS.

(A). The owner or occupant of each building in the City of Addison shall place and maintain on the building an official building number in a conspicuous place that can be clearly seen from the public street. This requirement does not apply to accessory buildings.

(B). The number must be placed within 10 days after a new building is completed.

SECTION 2. OFFICIAL NUMBERING PLAN MUST BE FOLLOWED.

(A). Buildings must be numbered in compliance with this ordinance and in accordance with the plan delineating and prescribing the method of numbering buildings which is on file in the office of the building official.

(B). The building official shall designate the official number which is to be placed on each building. A person may request an official number designation by submitting a legal description and site

plan demonstrating the proposed numbering system to the building official for approval.

### SECTION 3. SPECIFICATIONS FOR NUMBERS.

An official building number placed pursuant to this ordinance must be at least three inches high, composed of a durable material approved by the building official, and of a color which provides a contrast to the background.

### SECTION 4. ODD AND EVEN NUMBERS.

Odd numbers shall be assigned to the north side, and even numbers assigned to the south side, of streets and public accesses running east and west or substantially in that direction. Odd numbers shall be assigned to the west side, and even numbers assigned to the east side, of streets and public accesses running north and south or substantially in that direction.

### SECTION 5. BASIC UNITS OF SPACE FOR NUMBERING.

The basic unit of space for numbering along public streets and public access is 25 feet; however, in shopping centers, townhouse areas, apartment areas, and other building complexes where the building official determines that the 25 foot unit is not adequate, he may assign a basic unit of 10 feet.

### SECTION 6. NUMBERING WITHIN BUILDING COMPLEXES.

(A). A building complex composed of multiple structures must have an official number assigned to each building. Each unit within each building must also be assigned an official number. If there is sufficient street frontage, each unit or building may be assigned an official street address number. The official number must be promi-

nently posted on the building so that it is visible, where possible, from the nearest vehicular access. The official number for each unit must be conspicuously posted on the unit.

(B). If a building is situated within a complex in such a way that is not visible from a vehicular access the owners shall post and maintain directional signs along the nearest vehicular access indicating the location of the building by building number and unit numbers.

#### SECTION 7. DIRECTIONAL SIGNS WITHIN BUILDING COMPLEXES.

(A). In a building complex composed of multiple structures which contains internal vehicular accesses, if each official building number is not discernible from the public street, the owners of the building complex shall post directional signs at each entrance to the complex and at each intersection of vehicular accesses, other than public streets, within the complex.

(B). For the purpose of this section, an "entrance" to a complex is a point at which vehicular access to the complex, other than a public street, intersects with a public street.

(C). The directional signs must indicate the direction to the buildings and units by numbers, must be legible from the vehicular access, and must be painted with a color which is in contrast to the background.

#### SECTION 8. DIAGRAM OF MALL AREAS.

The owner of a building complex which contains a mall area shall submit to the Police and Fire Departments a diagram of the complex, indicating the location of each business. When a change in a business location is made, the owner shall advise the Police and Fire Departments in writing of the change.

SECTION 9. That any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the city as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Hundred Dollars (\$200.00) for each offense and that each day such violation shall continue to exist shall constitute a separate offense.

SECTION 10. The fact that the City of Addison does not have an ordinance regulating numbering on buildings within the corporate limits of the City of Addison, Texas, creates an emergency for the immediate preservation of public business, property, health, safety, and general welfare of the public which requires that this Ordinance shall become effective from and after the date of its passage as provided by law, and it is accordingly so ordained.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ADDISON, TEXAS, this the 15<sup>th</sup> day of December, 1978.

MAYOR *John Hedding*

ATTEST:

*Jacque Sharp*  
CITY SECRETARY