CHULA VISTA FIRE DEPARTMENT

FIRE PREVENTION DIVISION

Illuminated Directory Guidelines

Illuminated directories must be provided for condominium complexes, apartment complexes, mobile home parks, and multiple commercial building sites. **Location, size and design of directory sign must be in accordance with Chapter 19.60 (Signs) of the Chula Vista Municipal Code and the City's Design Guidelines.**

- An exhibit shall be provided to the Fire Prevention Division for approval.
- Once approved, an electronic copy (.pdf) shall be provided to the Fire Prevention Division.

The directory sign must consist of a map to include the following:

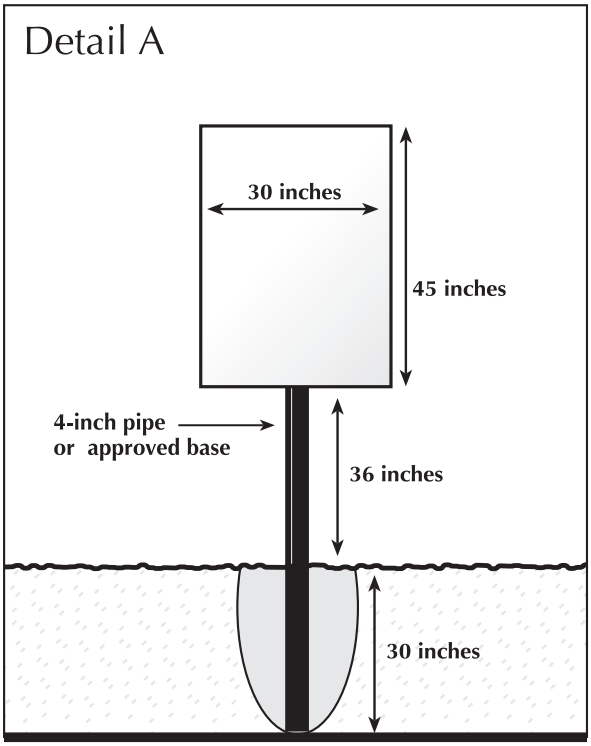
1. Name of complex
2. All access roads and any gates
3. A plot plan showing private roads
4. Fire hydrant locations (marked by:)
5. Building locations with unit numbers and addresses
6. A north directional indicator
7. A reference point on the plot plan indicating the location of the directory that states "You are here."

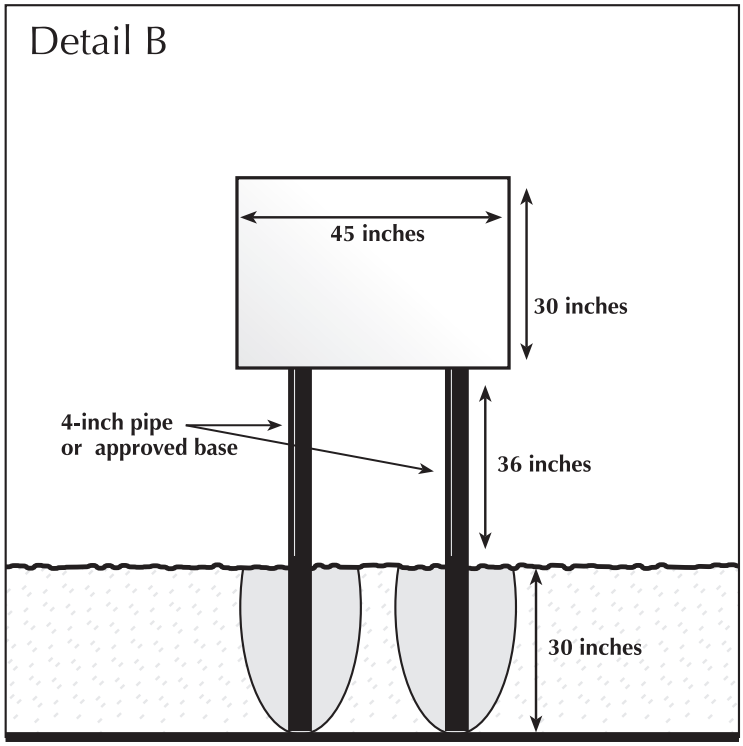
Location of directories:

1. Directories are to be located on the right side of the access roadway
2. Directories must be provided at every entrance into the complex
3. The directory must be back a minimum of 3 feet from the curb, facing the driveway

Minimum dimensions of the illuminated directory: See illustration below.

PLEASE NOTE: A detailed plan must be submitted to the City of Chula Vista for review and approval indicating directory size, materials, method of construction, and location of installation.





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