

CITY OF SCOTTVILLE
International Property Maintenance Code
2018 Premises Identification Policy

The City of Scottville has recently adopted the 2018 International Property Maintenance Code as a City Ordinance. One of the requirements of the Code is that all buildings in the City be properly addressed in such a way as to be plainly legible and visible from the street or road fronting the property. The address shall contrast with their background and the numbers shall be no less than 4 inches (102mm) in height with a minimum width of 0.5 inch (12.7mm). The policy of the City shall be that:

1. Single family residences must have their address plainly legible and visible from the street or road fronting the property, residences that have road frontage on multiple streets shall have the address on the side of the building that is named in their property mailing address (i.e. a house on a corner lot with an address of 123 City Hall Street shall place the address on the City Hall Street side of the house). The address shall contrast with their background and the numbers shall be no less than 4 inches (102mm) in height with a minimum width of 0.5 inch (12.7mm).
2. Duplexes, multiple family homes and apartment complexes shall have the mailing address of the building plainly legible and visible from the street or road fronting the property following the same rules as a single family home but must also provide a suite or apartment number at the entrance door to all individual suites or apartments. The address shall contrast with their background and the numbers shall be no less than 4 inches (102mm) in height with a minimum width of 0.5 inch (12.7mm).
3. Commercial or Industrial businesses with only one common or public entrance must have their address plainly legible and visible from the street or road fronting the property. Commercial or Industrial businesses that have road frontage on multiple streets shall have the address on the side of the building that is named in their property mailing address (i.e. a building on a corner lot with an address of 123 City Hall Street shall place the address on the City Hall Street side of the building). The address shall contrast with their background and the numbers shall be no less than 4 inches (102mm) in height with a minimum width of 0.5 inch (12.7mm).
4. Commercial or Industrial businesses with multiple entrances or buildings shall have their address plainly legible and visible at or near the main entrance of the building, the main entrance being one that general public or emergency personnel would be expected to enter. If multiple commercial or industrial buildings share the same mailing/street address the separate buildings shall provide a separate building address designation (i.e.

Building 1 or Building A) at the entrance door to that separate building. The address shall contrast with their background and the numbers shall be no less than 4 inches (102mm) in height with a minimum width of 0.5 inch (12.7mm).