



**CHARLOTTE FIRE DEPARTMENT
FIRE MARSHAL'S OFFICE
500 DALTON AVE
CHARLOTTE, NC 28206**



Stair Enclosure Identification Requirements

In accordance with Chapter 10 of the North Carolina Fire Code and the North Carolina Building Code, a sign shall be provided at each floor landing in exit enclosures connecting *more than three (3) stories* designating the floor level, the terminus of the top and bottom of the exit enclosure, and the identification of the stair enclosure or ramp. The sign shall also state the story of, and the direction to, the exit discharge and the availability of roof access from the enclosure.

Signage Requirements:

1. Signs shall be a minimum size of 18 inches (457mm) by 12 inches (305mm).
2. The letters designating the identification of the stair enclosure shall be a minimum of 1-1/2 inches in height
3. The number designating the floor level shall be a minimum of 5 inches in height and shall be located in the CENTER portion of the sign.
4. ALL other lettering and numbers shall be a minimum of 1 inch in height.
5. Characters and their background shall have a non-glare finish and shall be of contrasting colors.
6. If luminous egress path markings are required by Section 1024 of the building code, then signs shall be made of the same materials.

NOTE: Floor level identification signs in tactile characters complying with ICC A117.1 shall be located at each floor level landing adjacent to the door leading from the enclosure into the corridor to identify the floor level.

Sign Placement:

Signs shall be posted 5 feet above the floor landing in a position that is readily visible when the doors are in the open and closed position.



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Additional CFD Requirements:

1. The exterior of all stairway exit discharge doors at grade shall have a sign indicating the stair designation (i.e. Stair A, Stair B) and whether or not stair has roof access.
2. For all stairways, there shall be a sign located on the corridor or stairway access side that indicates the stairway designation and floor number.

Elevator lobbies-an approved pictorial sign of a standardized design shall be posted adjacent to each elevator call station on all floors instructing occupants to use the exit stairways and not to use the elevators in case of fire. The sign shall read: IN FIRE EMERGENCY, DO NOT USE ELEVATOR. USE EXIT STAIRS.

2-Way Communication - The two-way communication shall have the directions for the use of the system, instructions for summoning assistance via the two-way communication system and written identification of the location shall be posted adjacent to the two-way communication system. Signage shall comply with the ICC A 117.1 requirements for visual characters and include the International Symbol of Accessibility.

Signage indicating special accessibility provisions shall be provided as shown:

- Each door providing access to an area of refuge from an adjacent floor area shall be identified by a sign stating: AREA OF REFUGE
- Each door providing access to an exterior area for assisted rescue shall be identified by a sign stating: EXTERIOR AREA FOR ASSISTED RESCUE.
- Tactile signs shall be located at each door to an area of refuge and exterior area for assisted rescue in accordance with section 1011.3

Directional signage- direction signage indicating the location of the other means of egress and which are accessible means of egress shall be provided at the following:

- At exits serving a required accessible space but not providing an approved accessible means of egress
- At elevator landings
- Within areas of refuge



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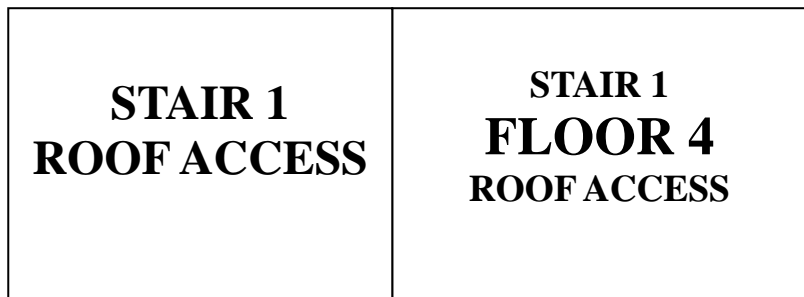


Area of refuge/ exterior areas for assisted rescue- instructions on the use of the area under emergency conditions shall be posted. Instructions shall include all of the following:

- Persons able to use the exit stairway do so as soon as possible, unless they are assisting others.
- Information on planned availability of assistance in the use of stairs or supervised operation of elevators and how to summon such assistance
- Directions for use of the two-way communication systems where provided.

Evacuation Diagrams

- Placed throughout according to the AHJ
- Should depict at least two evacuation routes, your location, and building name(i.e. building 1 or building A)





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