



CITY OF ST. PAUL

DEPARTMENT OF SAFETY AND INSPECTIONS
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STAIRWAY IDENTIFICATION

Revised 1/2018

1. PURPOSE

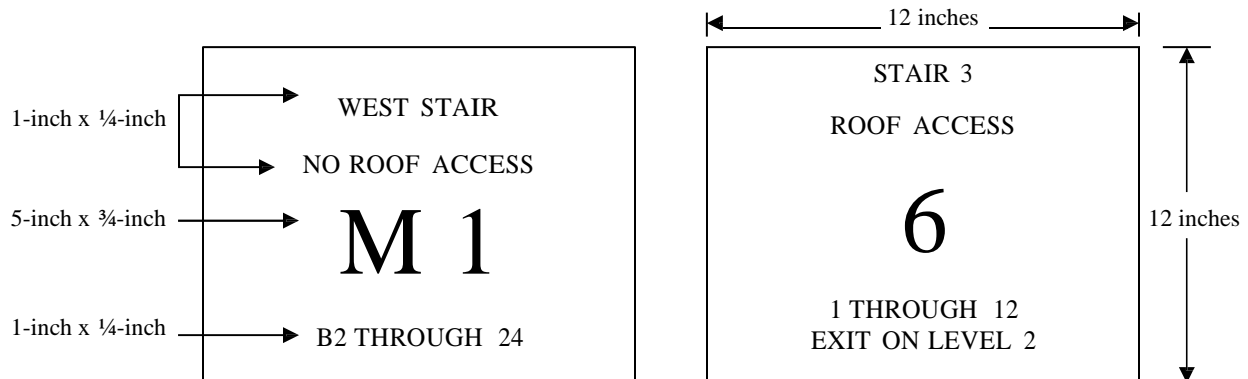
The purpose of this requirement is to provide information to the occupants and fire department personnel to ensure that they do not become confused during emergencies, by requiring that standardized signs be installed in stairways to inform the user which stair landing he/she is on and the upper and lower termination of the stairway.

2. SCOPE

The provisions of this section shall apply to new and existing buildings four or more stories in height.

3. SIGN

- The sign shall be a minimum 12 inches by 12 inches
- The stairway location shall be placed at the top of the sign in 1-inch-high block lettering with $\frac{1}{4}$ -inch stroke (“stair No. 1” or “west stair”).
- The stairway’s upper terminus shall be placed under the stairway identification in 1-inch-high block lettering with the $\frac{1}{4}$ -inch stroke (“roofing access” or “no roof access”).
- The floor level number shall be placed in the middle of the sign in 5-inch-high lettering with $\frac{3}{4}$ inch stroke. The mezzanine levels shall have the letter “M” preceding the floor number. Basement levels shall have the letter “B” preceding the floor number.
- The lower and upper terminus of the stairway shall be placed under the floor level number in 1-inch-high block lettering with $\frac{1}{4}$ -inch stroke.
- The level of exit discharge shall be placed at the bottom of the sign in 1-inch-high block lettering with $\frac{1}{4}$ -inch stroke.
- These signs shall be maintained in an approved manner.



NOTE: If there is a roof access which is kept locked, provide a sign meeting above specifications that reads “Roof Access Locked.”