



## Lenexa Fire Department



### Commercial Building Addressing Policy

New buildings shall be provided with approved address identification, in accordance with Lenexa City Code Sections Section 4-8-A-13 and Section 4-8-B-11. Addressing for noncompliant, existing buildings shall be brought into compliance, when feasible. The numerical address shall increase sequentially from north to south and east to west. Buildings on the north and west side of a street shall be addressed using even numbers. Buildings on the south and east side of a street shall be addressed using odd numbers.

Larger buildings with multiple occupancies will be assigned an address range. The range of addresses shall not overlap with addresses of adjacent buildings. The sequence of the addresses within the range shall be the same as described above, increasing north to south and east to west (Appendix A). Suite numbers shall not be used where standard addressing is practical, on a one-story structure. When a structure has a common entrance to multiple tenants, suite numbers shall be used for each tenant space.

For multi-tenant structures with a dedicated fire sprinkler room. Sprinkler rooms are not required to have a separate address unless approved by the fire code official. When a sprinkler room does not have a specific address, the practice will be to have the alarm dispatch to the closest number to the sprinkler room in the address range for the structure.

Addressing shall be assigned to the main entrance side of the occupancy. Where an occupancy's main entrances and their correlating addresses are on the rear of the building and not visible from the street, a sign shall be posted on the street side of the building providing direction to the addresses located on the rear of the building (Appendix B).

LFD reserves the right to modify or amend the rules and procedures provided herein at any time.

Effective: June 3, 2025

Refers to: 4-8-B-11 Amended 2018 IFC 505.1 Address Identification

Approved by: *[Signature]*

9620 Pflumm Road · Lenexa-Kansas 66215 · (913) 888-6380

## Appendix A

Example 1

9128	9126		9122
9138	9136	9134	9130

↑N

Street Side

Example 2

Street Side	9133	9121
	9137	9125
		9129
	9139	9131

↑N

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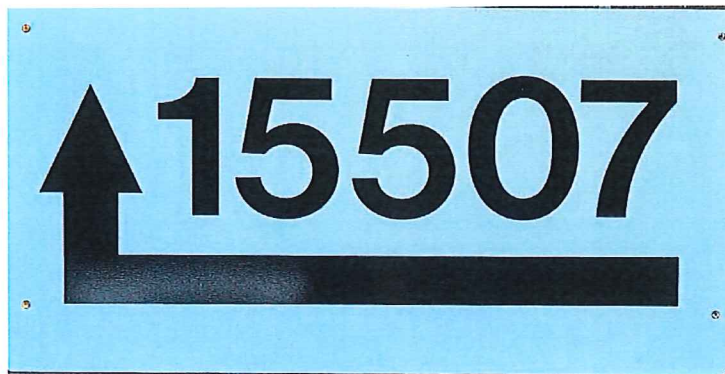
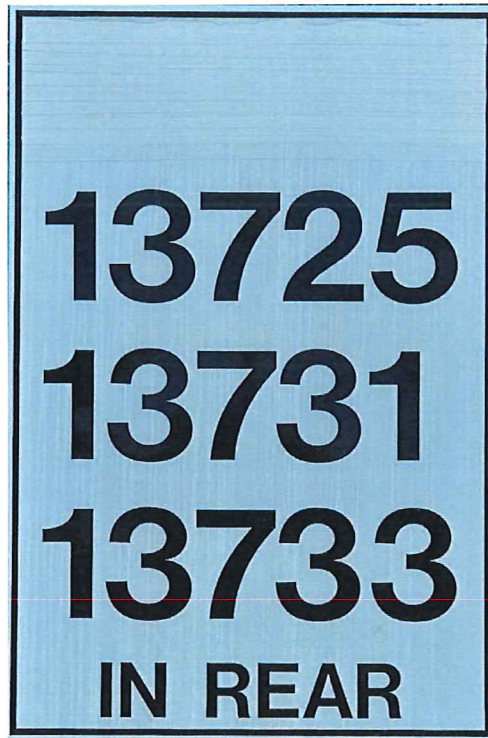
Effective: June 3, 2025

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Approved by: AC. Corder

## Appendix B

Additional required signage for buildings with occupancies that do not face the street. This sign must be placed on the street facing side of the building.



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Approved by: A.C. [Signature]