London Borough of Croydon Regulations for Marking of Names and Numbers for Streets and Buildings

The Developer is reminded of the continuing need to maintain a good standard of street name plates and property numbering and to improve existing standards where necessary. Both are essential for the efficient functioning of the Postal and Emergency Services as well as for the convenience and safety of the general public. It should be remembered that street names need to be legible by night as well as by day.

Numbering and Naming of Buildings

Regulations made bey the London Borough of Croydon on 8 April 1986, under Section 12 of the London Building Acts (Amendment) Act, 1939, relating to the marking of numbers and names of streets and buildings.

Every number or name, or number and name, of any building in any street, way, place, row of houses or block of buildings within the London Borough of Croydon shall be marked:

(1) On the building, the entrance gate, boundary wall or fence immediately adjacent to the gate or entrance of the building, or in such other position as to be clearly visible from the street or way in which the building is situated.

(2) With numerals or lettering of such colour as to contrast with the background against which they are displayed.

(3) With numerals or letters of sufficient size so they are clearly visible from the street or way in which the building is situated

(4) In durable, weather resistant material.

Where there are multiple entrances to a block, they must be identified as part of the block, with a sign displaying the full address, including the building name, so as not to cause confusion with any existing buildings in the street.

If the sign you propose to display the name/number of your premises/dwelling house is illuminated or would exceed 0.3 of a square metre in area or where the top edge of the sign would be more than 4.6 metres above ground level [3.6 metres in a Conservation Area] you will need to seek advertisement consent. A greater allowance applies to the size of advertisements on churches, schools, hospitals, hotels, blocks of flats etc. If you meet this greater allowance, please refer to Planning | Croydon Council for further guidance.

Where the sign is marked in a position other than on the building to which it relates, it should not be more than 2.5 metres or less than 0.75 metres above ground level.

Street Names

To aid wayfinding and ensure street name plates are easy to find, they should be located in close proximity to street corners and just above ground floor level

Street nameplates shall, wherever possible, be fixed on a building, structure, boundary wall or fence adjacent to the street at a height of not less than 1 metre and not more than 3.5 metres above the road level, and preferably at a height of 1.5 metres. However, the local authority can modify the heights slightly or to arrange for the nameplates to be affixed to boards or posts if it is considered preferable.

Where name plates need to be mounted on posts, with the exception of those located within the Transport for London Road Network, the posts should be RAL 9004 Signal black and not extend above the name plate.

Street nameplates shall be fixed so that they have, if possible, the benefit of street lighting. Where this is not practicable, nameplates at road intersections may be provided with independent lighting giving adequate illumination during the period of street lighting

Nameplates shall be maintained in a clean and readable condition

Care should be taken to keep the view of name plates free from obstruction by trees and other growth.

Street nameplates shall be of uniform design throughout the London Borough of Croydon.

Traditional die-pressed aluminium plates are preferred above printed aluminium ones. Plastic plates are not acceptable. Cast iron plates are preferred above aluminium ones in Conservation Areas.

The design of street name plates should consist of black lettering in Helvetica bold (89mm) on a white background. A postal code and/or an indication of building numbers may also be included.

Please contact the Highways Development Team for further assistance with new street signs highwaysmaintenance@croydon.gov.uk