

Where Can I Purchase a Civic Number Sign?

Windsor Fire Department

Drop in to place your order:

100 King Street, Windsor

Call for more information:

(902) 798-2121

(orders will not be taken over the phone)

OR

Contact a member of the
Windsor Lions Club.

(902) 798-8143

The Windsor Fire Department will deliver within the Fire District and will post your civic number in the proper location for you.

Brooklyn Fire Department

995 Highway 215

Brooklyn

(902) 757-2043

Hantsport Fire Department

5 Oak Street

Hantsport

(902) 684-3211

Summerville and District Fire Department

59 Summerville Wharf Road

Summerville

(902) 633-2680

Walton Shore Fire Department

4281 Walton Woods Road

Walton

(902) 528-2092

MORE INFORMATION

For more information or
to confirm your civic address, contact:

Windsor-West Hants Planning Department

P.O. Box 2230

Windsor, Nova Scotia

B0N 2T0

Telephone: (902) 798-6900

Fax: (902) 798-8553

www.windsorwesthantsplanning.ns.ca

Our office is located at:

76 Morison Drive, Wentworth Creek

(Located in the Windsor-West Hants

Joint Industrial Park)

If you have questions about 911:

911 Program

Emergency Measures Organization

P.O. Box 2107

Halifax, Nova Scotia

B3J 3B7

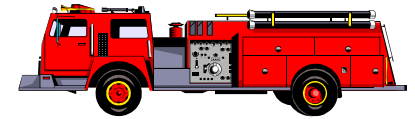
Telephone (902) 424-5620 or

1-800-388-3911

Email: emo@gov.ns.ca

Website: www.gov.ns.ca/emo

FIRE...



POLICE...



AMBULANCE...



DO THEY KNOW WHERE YOU ARE?

Calling 911 is the second step to getting help.
The first step is displaying your civic number!



**Town of Windsor
Civic Addressing By-law**



What is a Civic Address?

A civic address is an identification system using a consistent method to address and locate buildings. The three main components are the Civic Number, Street Name, and the Community Name (Windsor).

All roadways are divided into intervals and civic numbers are assigned depending on where the driveway intersects the road. This system allows room for future development.

Assigning a Civic Number

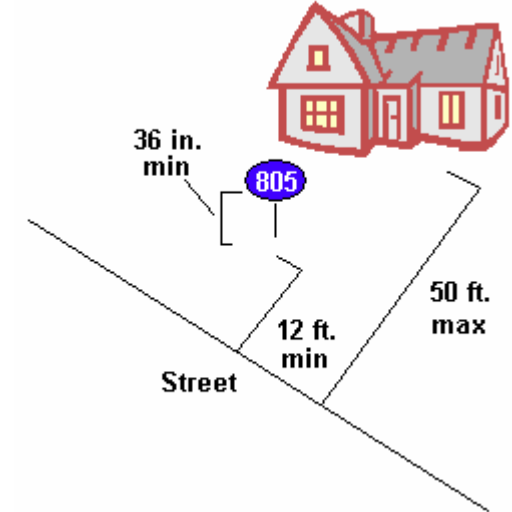
New civic numbers are assigned during the building permit application process. Once a permit is issued, and generally after the first inspection, a civic number will be assigned.

When the number has been assigned, the Planning Department will mail a notice to the owner of the property indicating the civic number. At this time, the Planning Department will also fax a notice to 911 advising of the new civic address. Because of this step in the process, it is important that residents do not assign themselves a civic number. When this occurs, 911 is not aware of the address if an emergency call is placed from that location.

POSTING CIVIC NUMBERS

- civic numbers shall be in numerals (i.e. 1, 2, 3...);
- the numerals shall be right side up;
- the civic number shall be displayed on the same side of the road as the building or property is located;
- the colour of the numerals shall clearly contrast with the background upon which the numbers are displayed;
- civic number signs shall either be composed of highly reflective material or effectively illuminated during the hours of darkness;
- the bottom of the numbers shall be a minimum of 36 inches (90 centimeters) above grade;
- the height of the numerals shall not be less than 2.5 inches (65 millimeters);
- civic numbers shall be posted between 12 and 50 feet (3.6 and 15 meters) of the closest edge of the traveled portion of the road which forms part of the civic address for the lot or building;
- the civic number shall be posted on the building or on a gatepost, signpost, or other structure on the lot on which the building is situated, excluding a utility pole;
- civic numbers shall face towards the road upon which the lot or building is situated and which forms part of the civic address for the lot or building (double-sided signage may be used; in this case the civic number shall be on both sides of the sign and perpendicular to the road);
- civic numbers shall be posted in a location which is not obstructed from view when viewed from the closest place on the traveled portion of the road (an intervening tree trunk or a vertical pole or post shall not alone be considered an obstruction); and

- no person shall post or permit to be posted a number that could be reasonably confused with a civic number.



Occupancy Permit Withheld

The Building Inspector shall not issue an occupancy permit for the building before the assigned civic number is posted for the property.

Information On Using 911

When a call is placed to 911, the caller's phone number, civic address, and associated police, fire, and ambulance emergency responders are listed on the 911 screen (unless the call is made from a cell phone). You must confirm the civic address: the Civic Number, Street Name, and Community Name (Windsor) for the emergency location.

The 911 center does not dispatch emergency services, instead, the operator links the caller to the appropriate dispatch agency who will dispatch the required services.