

GENERAL STATEMENT OF POLICY:

6.01 It is the policy of the Region of Queens Municipality to provide guidelines for the procedure of naming and renaming of roads.

OBJECTIVES:

6.02 To put into place a policy that satisfies both the residential landowner and owners of vacant assessed land on both private and public roads, in the process of naming and renaming of roads.

PLANNING DEPARTMENT RESPONSIBILITIES:

6.03 To update all planning databases, those being: plan files, subdivision files, civic numbering files, and civic numbering maps.

6.04 To contact the Emergency Management Office (EMO), Nova Scotia Civic Address File (NSCAF), Nova Scotia Property Records Database and affected Property Owners with the changes.

PROCEDURE:

6.05 At the request for a road (private or public) name change or the naming of an unnamed road, a petition (Schedule “A”) must be submitted by the owner of the road. However, if no specific owner can be determined, a petition signed by seventy percent (70%) of the persons that own land abutting the road may be submitted. This includes owners of both developed and vacant land on the road.

6.06 The petitioners are requested to agree upon two or more preferred names; the names should be listed in order of priority. If the Region of Queens Municipality’s current road list does not have the same road name, it will be considered as the name to appear before Council. If the first name on the list already exists on file, or if it is not appropriate to change the road name because of Section 6.11, then the next choice(s) will be considered in order of priority.

6.07 The signed petition with the proposed road name is presented to Council for approval or disapproval.

6.08 If the request for a road name change is on a provincial public roadway, the petition and the approval from the Council must be sent to the Nova Scotia Department of Transportation and Infrastructure Renewal (TIR) for their approval. Roads which are municipally owned or are private do not require Nova Scotia Department of Transportation and Infrastructure Renewal approval.

- 6.09 If the road is privately owned, a list of specifications for the erection of private road signs (Schedule “B”) is provided with the petition form. The erection of the private road sign is the responsibility of the Petitioner once all approvals have been granted. If the road is owned by the Nova Scotia Department of Transportation and Infrastructure Renewal, then the provincial department becomes responsible for the erection of the road sign.

The Region of Queens Municipality is responsible for the erection of road signs within the community of Liverpool and does not require the approval of the Nova Scotia Department of Transportation and Infrastructure Renewal.

- 6.10 Once all approvals are given, the Planning Department advises the person(s) who have submitted the petition of the decision. If needed, new civic numbers are assigned and new information is passed on to the following, if applicable: Emergency Management Office (EMO), Nova Scotia Civic Address File (NSCAF), Nova Scotia Property Records Database, Property Owners and the Region’s Water and Sewer Department.

RIGHT TO REFUSE ROAD NAME:

- 6.11 Council may, at its discretion, refuse to change the name of an existing road if it is deemed to be presently named because of historical significance or if changing the road name would unreasonably affect the other property owners on the road.

NAMING NEW MUNICIPAL STREETS:

- 6.12 When new municipal streets are being created, Council shall give serious consideration to naming any such new street after persons in Queens or previously from Queens who have made significant positive contributions to the community.

SCHEDULE “B”

Specifications for Erecting Private Road Signs

The Nova Scotia Department of Transportation and Infrastructure Renewal expect all private road signs erected within the public right-of-way to conform to the following specifications:

1. Lettering should be black, four inches in height, on a white background.
2. The sign should be erected on a 4” by 4” (10.2 cm x 10.2 cm) wooden sign post or a 2” x 2” (5.1 cm x 5.1 cm) steel sign post. The sign should be erected approximately 6 to 8 feet (1.83 m to 2.44 m) above the shoulder elevation.
3. The sign should be erected approximately 7 to 15 feet (2.14 m to 4.58 m) from the edge of the travel surface.
4. The sign should be erected at the intersection of the private road and the public road, on the side of the private road opposite the normal placement for a stop or a yield sign.
5. The private road name sign should be doubled sided, so that the road name is visible from either direction of travel along the road.