

Roadside Management Manual

Section:	STANDARD PRIVATE SIGNING OPPORTUNITIES
Subject:	CIVIC ADDRESS

INTRODUCTION

The Provincial Highway Sign Control Regulations established under *The Highways and Transportation Act, 1997* allow for the installation of private signs adjacent to provincial highways.

The Ministry may allow the installation of Civic Address signs in order to assist with way finding and emergency response.

POLICY

The Municipality may install Civic Address signs as per this policy. If the conditions of this policy are followed, there is no requirement to obtain a permit from the Ministry.

GENERAL CONDITIONS

Applicants should review policy RSMM 1220 GENERAL CONDITIONS.

The Municipality shall indemnify and holds harmless the Government of Saskatchewan, the Minister of Saskatchewan Highways and the officers and employees of the Government and the Minister from all claims, liabilities, losses, damages, costs (including legal fees), expenses and causes of action arising out of any breach or failure to perform by the Municipality of any condition of this Policy or relating to injury to or death of persons or loss of or damage to property arising out of the Municipality’s activities or the activities of its contractors, officers, agents or employees.

SIGN DESIGN

It is suggested that Civic Address signs satisfy the following in order to be readable, and consistent throughout the province:

- White text on a standard blue background.
- Standard alphabet lettering as specified in the Manual of Uniform Traffic Control Devices for Canada, or Swiss 924BT.
- Lettering not greater than 200 mm in height.
- Sign size not greater than what is necessary to accommodate the sign message.
- Sign face be retro-reflective to show the same colour by night as by day. ASTM Type IV sheeting material or better is suggested.
- Show only the municipal address number, and highway number or road name.
- The Saskatchewan Civic Address system is strongly encouraged. For more information, contact support@saskaddress.ca.

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INSTALLATION

The signs shall be on a support that is not more ridged than as outlined in the [Traffic Control Devices Manual \(TCDM\) 200 SIGN POSTS & SUPPORTS](#).

Signs cannot be attached to posts supporting official highway signs.

The Municipality shall minimize the impact on the normal traffic flow, and the work area shall be signed in accordance with [Traffic Control Devices Manual for Work Zones \(TCDMWZ\)](#), TYPICAL PLAN C.1. The Municipality shall take all reasonable and customary precautions to ensure the safety of the motoring public.

As soon as is reasonably practical after completion of work, the Municipality, at its expense, shall restore the surface of the right-of-way as nearly as is practicable to the condition in which it existed prior to the commencement of the work.

LOCATION

The sign placement must satisfy all of the following:

- A maximum of 1 sign per property. It is encouraged that it be placed on the driveway that is to provide primary access for emergency vehicles.
- At the edge of the highway right-of-way (e.g. - fence line). It is encouraged that it be immediately adjacent to the driveway, in a location clearly visible from the highway.
- Not obstructing the lines of sight of motorists approaching the highway.
- Not in a sight triangle, as defined in RSMM 1220 GENERAL CONDITIONS Figure 1220-1, of any intersection with a developed public road allowance.

RESPONSIBILITIES

The fabrication, installation and maintenance of the signs are the responsibility of the Municipality. The Municipality will ensure that all signs are maintained in an appearance that is, in the opinion of the Ministry, neat and professional.

REMOVAL

Signs may be removed if, in the opinion of the Ministry, the conditions of this policy are not being met.