

# Street Naming & Address Numbering

Building & Development

Department **10**



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The Corporation of  
The City of Windsor



This pamphlet is intended to provide preliminary information only

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## **Street Naming & Address Numbering**

The City of Windsor is responsible for the naming and re-naming of streets within the city, as well as municipal address numbering and re-numbering of properties and buildings.

### **Guidelines**

Street Naming and Address Numbering Guidelines provide an overview of the rules that the City of Windsor follows in its review of street naming/re-naming submissions, address creation and re-numbering requests.

You may obtain a copy of the Street Naming and Address Numbering Guidelines online through the City of Windsor Web site [www.citywindsor.ca](http://www.citywindsor.ca) - search "street naming and numbering guidelines" - or contact the Building & Development Department.

### **Street Name Index**

In order to avoid street name duplication or sound-alikes, the Building & Development Department maintains an official Street Name Index for Windsor and the surrounding municipalities of Lakeshore, LaSalle and Tecumseh.

The index includes existing names of public and private streets, names reserved for specific proposals or developments that do not exist as yet, and pre-approved street names available for future use.

For a copy of the Street Name Index, please contact the Building & Development Department at (519) 255-6267 or visit the City of Windsor Web site [www.citywindsor.ca](http://www.citywindsor.ca).

### **Municipal Addressing / Re-numbering**

In cases where a new address is required for a new property, new building or unit within an existing structure, the owner must submit an

application to create a new address. In addition, in cases where an address already exists and the owner wants to change the address, or where a vacant lot exists with no address and the owner proposes the construction of a building requiring an address, the owner must also submit an application form to the Building & Development Department. The form is available in the department and also from the Web site [www.citywindsor.ca](http://www.citywindsor.ca) - search "Application Form to Create/Change a Municipal Address."

### **Street Name / Re-name Submission**

All proposed street names for new public and private streets, or the re-naming of existing streets in the City of Windsor, are to be submitted to the Building & Development Department for review and approval.

In addition to reviewing proposed street names to avoid duplication, sound-alikes and difficult pronunciation or spelling, the City of Windsor encourages the use of themes and historical significance in street names for new developments. This approach includes the use of the names of prominent people and events in the city's history.

### **Applications and Fees**

Application forms are posted online on the City of Windsor Web site.

Fees are specified in the application package and are also posted online.

For more information, please visit the City's Web site [www.citywindsor.ca](http://www.citywindsor.ca) - search "street naming" or "address numbering."