

WHAT TO DO WITH YOUR ADDRESS WHEN YOU GET IT

1. The address numbers must be placed on the home/business and the mailbox within 21 days of its assignment.
2. Numbers must be a minimum of three (3) inches in height and be conspicuously placed above, or beside the appropriate door and be clearly visible from the street.
3. If the structure is more than fifty (50) feet from the road, the number must also be posted near the walk, driveway, gate-post, fence, or common entrance as to be clearly seen from the roadway.

BEAUFORT COUNTY SHERIFF'S OFFICE EMERGENCY MANAGEMENT DIVISION

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House appropriately
marked

E-911 ADDRESSING

BEAUFORT COUNTY SHERIFF'S OFFICE
EMERGENCY MANAGEMENT DIVISION



HOW DOES IT WORK?

This improved emergency communication system automatically displays the address of a caller in the 911 Dispatch Center. If a caller can't speak, becomes unconscious, or hangs up, does not speak English, or does not know their location (like an out of state visitor), the dispatcher will know where to send help.

In order to provide the location of the caller, the telephone number must be linked to a physical address. The creation of this address is accomplished in the 911 Addressing Center for property located in unincorporated areas of the County . Port Royal, the City of Beaufort, the Town of Bluffton, and Hilton Head handle their own addressing and supply this information to the 911 Addressing Center so it can be incorporated into the database.



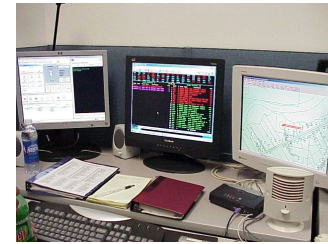
View of an area with addresses assigned

HOW TO GET AN ADDRESS?

Addresses are obtained in many different ways. Often times, an address is already assigned to the property when it is bought. In the case of planned subdivisions, the addresses are assigned during the planning stages and are already in place when the builders begin construction. If you are building for the first time or placing another structure on your property that needs an address, you may apply for one at the Beaufort County E-911 Addressing Center located on the second floor of the Law Enforcement Center at 2001 Duke St., Beaufort, SC 29902

WHAT DO I NEED?

When applying for an address, please bring a copy of your plat or site survey showing the proposed location of the new structure, the locations of any other structures already on the property, and the district, map, and parcel number of the property where the new address will be assigned. Information will be taken in the office and the address will be assigned within three business days; often times sooner. Keep in mind that properties located within the City of Beaufort, Port Royal, Bluffton, or Hilton Head must go to the appropriate offices.



Dispatch console

HOW ARE ADDRESSES ASSIGNED?

Generally, addresses are assigned one address every 20 ft, with odd numbers being on the left hand side of the road and even numbers being on the right hand side of the road. Do not be alarmed if your address is several numbers off from your neighbors' as this is an allowance made for potential future development.

There are also some occasions where addresses may need to be changed. For example, if the zoning laws change and allow for smaller lots in an area and people subdivide, there may not be enough numbers left in the scheme and readdressing may occur. This is a rare occurrence, but should it happen it is very important to comply with the change as soon as possible so responders can reach you in the event of an emergency.