

COUNTY OF WARNER NO. 5

BYLAW NO. 843 - 06

Being a bylaw to establish and maintain a civic address system.

WHEREAS the Council of The County of Warner No. 5 desire to maintain a civic address system within the Hamlets of New Dayton and Wrentham to identify properties and to assist emergency response vehicles in locating the appropriate address,

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE COUNTY OF WARNER No. 5, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. The short title of the bylaw shall be known as "The Civic Address Bylaw".
2. The following definitions apply:
 - a. **Address** - means the civic address designated by the County Council from time to time, which may including combination of numbers and/or words;
 - b. **Authority** - means the County Council and such employees in the said County that it deems necessary to carry out the functions of this Bylaw;
 - c. **Civic Addressing Authority** - shall be the County Council;
 - d. **County** - means County of Warner No. 5,
 - e. **Occupancy** - means every building or portion of a building or a sub-unit thereof identified by the County Council or authorized employees.
 - f. **Owner** - means, with respect to a property, the person who is registered under the Land Titles Act as owner of the property;
 - g. **Property** - means a parcel of land or a building situated thereon;
 - h. **Street** - shall mean and include all streets, avenues, crescents, drives, boulevards, greens, square roads and closes which give access to the front of any occupancy and shall not include any lane.
3. Every legally registered parcel of land within the Hamlet shall be designated an address by the County, in accordance with the following general rules, wherever possible:
 - a. street names shall be selected primarily from the County Council and, alternately, from other sources;
 - b. the names selected, wherever possible, shall not sound the same as other names in the same subdivision, or any other subdivision;
 - c. where a cul de sac is created from a main street, Council will provide the necessary names as outlined in 3(a).
 - d. Even numbers shall be placed on the north and west sides of streets and avenues, and odd numbers shall be placed on the south and east sides of streets and avenues;
 - e. Each occupancy shall be allocated an individual number;
 - f. With respect to new multiple unit buildings:
 - i. where such buildings have one main identifying number, but have internal units, bays, or apartments, internal numbering will be finalized between the developer and the County Council or Council authorized employee.
 - ii. in assigning internal numbering, the owner shall adhere to the following schedule to the extent it is applicable:
 - (1) Basement Units - numbered B1 to B99
 - (2) Main or First Floor Units - numbered 100 - 199
 - (3) Succeeding Floors - numbered in accordance with "2" above, except that the first number or numbers for each unit will be the respective floor;
 - (4) Internal numbering shall be assigned in a clockwise manner to new buildings, commencing from the entrance to the building or respective floor.
4. The posting of civic addresses on occupancies will be controlled as follows:
 - a. when any development requires a development permit, the posting of the civic address will be a requirement of the development permit;
 - b. by notice in writing given to the owner of any property by the County,
 - i. Where a name is used at any time to supplement the address for the property, the owner of the property shall immediately inform the County in writing of the name, including any revisions thereof.
 - ii. Any person who requests a change of an existing address shall make application to the County and shall pay the sum of \$50.00 for the requested change.

- iii. The owner of a property shall continuously display the address at the principal entry for such property in a contrasting colour and in a position which is visible from the street fronting on the property.
- iv. The owner of an occupancy shall continuously display the address in a contrasting colour on the exterior of the front door providing the main and direct access to it.
- v. The owner shall use numbers or letters which are not less than six (6) inches (15.14 cm) in height. A one (1) inch (2.54 cm) stroke width, with a minimum of three (3) inches (7.62 cm) in height for internal addressing.
- vi. No person shall display or permit the displaying of any address on a property other than the address currently assigned pursuant to this Bylaw.
- vii. The owner shall maintain the address sign in good condition and shall not cause, allow, or permit the visibility of the address sign from the street to be obscured.
- c. the addressing sign shall be posted on the property before December 31, 2006.

5. The General Penalty Provisions and Violation Tags process is as follows:

- a. A Peace Officer/Bylaw Officer/Special Constable is hereby authorized and empowered to issue a Violation Tag to any person who the Peace Officer/Bylaw Officer/Special Constable has reasonable and probable grounds to believe has contravened any provision of this bylaw.
- b. A Violation Tag may be issued to such persons:
 - i. either personally
 - ii. by mailing a copy by double registered post to such person at their last known post office address
 - iii. by leaving at such person's usual place of abode with a person thereof who appears to be at least sixteen (16) years of age.
- c. The Violation Tag shall be in a form approved by the Peace Officer/Bylaw Officer/Special Constable and may state:
 - i. The name of the offender
 - ii. The offence
 - iii. The appropriate penalty for the offence is specified in Clause 7 of this bylaw and the penalty amounts may be revised from time to time by Council resolution.
 - iv. That the penalty shall be paid within thirty (30) days of the issuance of the Violation Tag, and
 - v. Any other information as may be required by the County.
- d. Where a contravention of this bylaw is of a continuing nature, further Violation Tags may be issued by the Peace Officer/Bylaw Officer/Special Constable, provided however, that no more than one Violation Tag shall be issued for each day that the contravention continues.
- e. Where a Violation Tag is issued pursuant to this bylaw, the person to whom the Violation Tag is issued may, in lieu of being prosecuted for the offence, pay the County the penalty specified on the Violation Tag.
- f. Nothing in this bylaw shall prevent an Peace Officer/Bylaw Officer/Special Constable from immediately issuing a Violation Tag, for a mandatory Court appearance of any person who contravenes any provision of this bylaw.

6. VIOLATION TICKET

- a. If the penalty specified on a Violation Tag is not paid within the prescribed time period, the Peace Officer/Bylaw Officer/Special Constable is hereby authorized and empowered to lay a complaint and issue a Summons by means of a Violation Ticket.

7. PENALTIES

- a. Any person who contravenes any provision of this bylaw is guilty of an offence and shall be liable in Summary Convictions.
- b. The following offences and penalties apply:
 - i. The County is hereby authorized to ensure the provisions of this Bylaw and to issue offence tickets to any person it reasonably believes has contravened the provision of this Bylaw.
 - ii. Any person who contravenes any of the provisions of this Bylaw is guilty of an offence and is liable to a penalty of \$200.00.
 - iii. Any person who, being guilty of a first breach of this Bylaw, contravenes any of the provisions of this Bylaw a second time with the same breach within sixty (60) days is guilty of an offence and is liable to a penalty of \$400.00.

8. SEVERABILITY PROVISIONS

- a. Should any provision of this bylaw be invalid then such invalid provisions shall be severed and the remaining bylaw shall be maintained.

9. This Bylaw shall come into full force and effect upon the passage of third reading.

Read a first time this 10th day of January 2006.

Read a second time this 10th day of January 2006.

Read a third and final time this 10th day of January 2006.

Reeve

Administrator