

## *Policy*

**Policy Name:**  
**Rural Addressing**

Policy No.:	4167
Department:	Planning & Community Services
Authority:	Council
Current Approved Date:	February 8, 2011

**Policy Statement:**

A Rural Addressing System shall be established for the entire County.

**Purpose:**

To provide a clear and consistent Framework of Property Identification that will comply with the standards set by Alberta Municipal Affairs Addressing Project and enhance emergency response as well as delivery of services to residents.

**Application of This Policy:**

1. Council shall apply as a condition of development consent to all rural subdivisions and rural dwellings a requirement for the provision of a Rural Addressing Number;

1. The Rural Addressing Number shall be clearly affixed to the property access and shall be visible from a public road;

1. In the case of a Right of Way, Rural Addressing Numbers shall be located on the junction of the Public Road at a location approved by the Road Maintenance Supervisor;

1. The Rural Addressing Number shall meet Council's specifications in terms of size, character and location as outlined in Bylaw 710.11;

1. The fee for the provision of the Rural Addressing Number shall be in accordance with Council's adopted Schedule of Fees;

1. An electronic record of the allocation of all Rural Addressing Numbers shall be kept.

1. Administration is to compile the forms and procedures associated with this policy.

1. Applications for Rural Addressing Signage can be acquired at the Administration or Public Works Office.

1. Signs will be installed by the landowner as per Bylaw 710.11 and the resident will be responsible for Alberta One Call and updating Telus (911) of their rural address.

**Related Documents & Legislation:**

Bylaw 710.11 - Implementation of a Rural Addressing System.

**Definitions:**

**Duties & Responsibilities:**

**Procedures Associated With This Policy:**

**Forms Associated With This Policy:**

Rural Addressing Sign Application Form

**Amendment History:**

09-205, 11-057

**Scheduled Review Date:**

March 2012