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<b>Applicable Legislation:</b>	<i>Local Government Act 1999 – Section 220, AS/NZS 4819:2003 (incorporating amendments)</i>
<b>Relevant Policies:</b>	<i>Supersedes: House Numbering Policy</i>
<b>Related Procedures:</b>	<i>N/A</i>
<b>Delegations:</b>	<i>CEO</i>

## Purpose

This document sets out the Policy of the Berri Barmera Council for the application of urban house numbering within the district.

## Principles

This policy has been developed in accordance with Section 220 of the Local Government Act 1999 and with the Australian/New Zealand 4819:2003 – Rural and Urban Addressing Standards to:

- (i) Define the method of the numbering of premises and allotments within the urban area
- (ii) To be consistent in the application of urban numbers
- (iii) To follow the guidelines as set out in the Local Government Act 1999 and the AS/NZ Standards.

## FRAMEWORK FOR POLICY

### 1. METHOD OF NUMBERING

The method used for numbering within the Berri Barmera Council urban areas is as follows;

- (i) Address numbering shall be sequential, ranging from lowest to highest
- (ii) Address numbers shall be positive integers (no zero, preceding zero, fractions or decimals).
- (iii) A primary address number shall not include preceding alphabetical characters.
- (iv) Primary address sites on the left hand side of the road shall be numbered from '1' at the entrance point and increase sequentially using odd numbers. Primary address sites on the right side of the road shall be numbered from '2' at the starting point and increase sequentially using even numbers.

## **1.1 Start Point – Numbering**

The numbering start point is the position on a road determined to be the point from which urban numbering commences. The numbering start point shall apply to all types of addresses. The following applies to the numbering start point for different types of roads.

- a) *Road running between two other roads*: The start point may be at the end adjoining the road of greater importance. Consistent application of the start point within a locality shall take precedence.
- b) *Minor road running between several roads of equal importance*: The start point may be at the nearest end to the Town Centre. It shall be applied consistently to parallel roads.
- c) *Cul-de-sac*: The start point shall be at the entrance to the road and shall commence at the first allotment on the left hand side as the Cul-de-sac is entered.
- d) *Loop road starting and ending at the same road*: The start point may be at the nearest end to the Town Centre.

*Please note*: that numbering start points should take into account unconstructed stages of planned developments.

## **1.2 Numbering of Corner Allotments**

An address site on a corner should be given an address number for the road with the main access point, in the usual manner. However, an address number on the other road shall be reserved for that site to allow for future development.

## **1.3 Complex addresses or Numbers unavailable**

Complex addresses include locations with multiple addresses such as units, flats, duplexes, and the like or where there is only one address number available for multiple address sites due to other address numbers being already allocated then alpha suffixes shall be assigned.

The suffixes shall be assigned to every address site that uses the base address, even if one of the address sites is already using the base address on its own. These alpha suffixes shall start at 'A', be assigned sequentially. The order that the letters are assigned should be in the same direction as the numbering of addresses on the road.

## **1.4 Larger address sites**

Additional urban address numbers, based on the frontage allowed for normal house blocks or properties, should be allocated or reserved for larger address sites in accordance with their development potential. (Please Note: a reasonable surplus of unused address numbers is a more manageable outcome than a shortfall).

## **2. LOCATION OF HOUSE NUMBERS**

As per the Local Government Act 1999, once a house number has been allocated to a property, and a dwelling is in existence on that property, the street number must be displayed by the property owner in an appropriate manner.

Council shall paint the house number onto the concrete kerb adjacent to the property access, where available.

## **3. ADVISE RELEVANT PARTIES OF NEW NAME OR NAME CHANGE**

Council will provide written notice (e.g. by email) of Council's decision on a new road name or name change to all relevant parties, including:

- Registrar General
- Surveyor-General and
- Valuer-General [see s.219(3)(a) of the LG Act]
- the owner of the road (if a private road)
- owners of abutting properties
- Australia Post
- Telstra
- SA Water
- ETSA Utilities
- SA Police
- SA Ambulance Service
- SA Metropolitan Fire Service and/or Country Fire Service

## **4. FOR FURTHER INFORMATION**

For further information about the procedure and options available in relation to the above policy, please contact the Rates Officer, Berri Barmera Council, PO Box 229, Berri 5343, Telephone 8582 1922, facsimile 8582 3029.

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