

**BYLAW #24-2017
TOWN OF SLAVE LAKE
STREET NUMBERING**

A BYLAW OF THE TOWN OF SLAVE LAKE, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF NUMBERING AND NAMING OF STREETS AND AVENUES AND FOR THE ORDERLY NUMBERING OF HOUSES AND LOTS ON THE STREETS AND AVENUES.

WHEREAS, pursuant to Section 58 of the Municipal Government Act, being Revised Statutes of Alberta 2000, Chapter M-26, 2010, the Council of the Town of Slave Lake in the Province of Alberta (hereinafter called 'the Council') deems it expedient to adopt new Bylaw regulations for the numbering and naming of streets and avenues and for the application of civic addressing.

NOW THEREFORE, the Council hereby enacts as follows:

PART 1 - In this bylaw:

- a) **Major Arterial** means a road that provides primarily through-traffic with uninterrupted flow except at traffic lights and cross-walks. The design speed would be 80 kilometers per hour. For example: Highway 2.
- b) **Minor Arterial** means a road that provides primarily through traffic with uninterrupted flow except at traffic lights and cross-walks. The design speed would be 60-70 kilometers per hour. For example: a portion of Highway 88.
- c) **Major Collector** means a street or avenue that provides primarily through-traffic with accesses to minor collectors and local roads. For example: Caribou Trail, Main Street, 6th Avenue SW, 6th Avenue SE, 6th Avenue NE and 6th Avenue NW.
- d) **Minor Collector** means a street or avenue that provides secondary through-traffic to local roads, residential loops and cul-de-sacs. For example: 8th Street SW, 12th Street SE, 12th Avenue SW, 4th Street NW, 3rd Avenue NE and Birch Road.
- e) **Short Flanking Connector** means a street or avenue that flanks a major or minor arterial. For example: 14th Avenue SW.
- f) **Local** means a street or avenue that provides access for local traffic. For example: 13th Street SE, 5th Street SW, 5th Street SW and 6th Street NW.
- g) **Residential Loop** means a circular or oval roadway having two entrances/exits. For example: Parkdale Way SE.
- h) **Cul-de-sac** means a long street closed at one end forming a bulb. For example: 11th Avenue SW, 11th Street SE and 9th Street NE.
- i) **Bulb or Crescent** means an extension of the street where the bulb forms part of the street.
- j) **Frontage** shall be considered the shortest dimension of the property abutting a street or an avenue, regardless of the orientation of the buildings or structures on that parcel.

- k) **Flankage** means the longest dimension of the property abutting a street or an avenue, regardless of the orientation of the buildings or structures on that parcel.

PART 2 – STREET NUMBERING

1. All parcels of land, buildings, units & sub-units within buildings obtaining access from a street from other lawful means of access as determined by the Development Authority within the town, shall be assigned a civic address by the Development Authority with the following general rules:
2. The Town of Slave Lake is divided into quadrants: North West, North East, South West, and South East, as shown on Schedule “A”.
 - a) The existing grid center shall be the intersection of Main Street and the railway.
 - b) Street numbers begin at Main Street and increase to the East in the Eastern quadrants.
 - c) Street numbers begin at Main Street and increase to the West in the Western quadrants.
 - d) Avenue numbers in the two North quadrants begin at the railway and increase to the north.
 - e) Avenue numbers in the two South quadrants begin at the railway and increase to the south.
 - f) Cul-de-sacs shall be numbered the same as streets and avenues.
 - g) Bulbs or crescents may be numbered clockwise using a single run of numbers and all may be even numbers should the bulb or crescent be on the even side of an street or avenue or all may be odd numbers should the bulb or crescent be on the odd side of a street or avenue.
3. In all Quadrants:
 - a) Streets run in a north-south direction:
 - Even numbers on west side of the street
 - Odd numbers on the east side of the street
 - b) Avenues run in an east-west direction:
 - Even numbers on the north side of an avenue
 - Odd numbers on the south side of an avenue
4. In the North Quadrants:
 - a) Street and house numbers begin at the railway and progress north.
5. In the South Quadrants:

- a) Street and house numbers begin at the railway and progress south.
- 6. The Development Authority is authorized to revise addresses from time to time.
- 7. The Development Authority shall keep a record of all addresses assigned to addresses pursuant to this bylaw.
- 8. All owners of developments consisting of more than one building and using an internal roadway access system shall be responsible for the construction, erection, and maintenance of directional signs indicating the location of internal buildings and units to the satisfaction of the Development Authority.
- 9. The Development Authority may consider a request for a change of address. Any request for a change in address must be in writing and be accompanied by the information and details for the support of the change of address request.
- 10. The Director of Planning & Development will be responsible for the logical numbering of streets and avenues based on this bylaw. However, in the event of unusual requests or circumstances, the Director of Planning & Development may refer the street numbering to the Naming Advisory Committee (see Part 9).
- 11. It is the intent of the existing street numbering system to ensure the clear, logical identification of property in a sequential order.
- 12. Alphabetic suffixes can cause confusion for postal and emergency services and are therefore not encouraged.

PART 3 - ADDRESS DISPLAY

- 1. The Owner of any property within the Town of Slave Lake shall ensure:
 - a) The address number assigned to the property on which a structure has been erected shall be affixed to the structure in a position which is plainly visible from the road to which the property is addressed.
 - b) Where the address number is not visible from the road when mounted in the structure, the address number is displayed on a sign erected in a location close to the site access and is plainly visible from the road.
 - c) When a structure is under construction that the address number is displayed in another manner that is close to the road.
 - d) The owner of a property shall maintain the Address Number in good condition and shall not cause, allow, or permit the visibility, as required pursuant this Bylaw, to be obscured.
 - e) No person shall display, or permit the displaying of any Address Number on a property other than the number assigned by the Town.
 - f) No person shall remove, deface, obliterate or destroy the Address Number placed upon or affixed to any property in accordance with this Bylaw, except during the demolition or exterior renovation of a building.

- g) Addresses shall not be placed on objects such as trees, mailboxes or utility poles.

PART 4 – DUPLEX/SEMI-DETACHED BUILDING

For Duplex or Semi-Detached dwellings, a separate civic address for each separate unit or side shall be assigned regardless of whether a subdivision plan has been approved and registered with Alberta Land Titles.

PART 5 – MUTIPLY FAMILY RESIDENTIAL BUILDINGS

1. One number shall be assigned to each building of any type.
2. Where each building has separate entrances, a separate civic address will be assigned to each entrance.
3. Unit numbers shall be three (3) digits. For example: #101, #105, #109.

PART 6 – MULTIPLE UNIT BUILDINGS COMMERCIAL, INSTITUTIONAL, and INDUSTRIAL

1. Multiple unit buildings shall be numbered using the guidelines in Part 5.
2. Commercial and industrial buildings shall have one address assigned per building; in the event of individual bays being used separately within the building, each bay shall be numbered in a consecutive numbering sequence as assigned by the Planning Department.
 - Unit number will be three (3) digits. For example: #101, #105, #109.

PART 7 - SUFFIXES

1. The intent of name suffixes is to ensure that motorist recognize the nature of the street.
2. The suffixes are as follows:

Major Collector	Street, Avenue, Trail
Minor Collector	Street, Avenue, Road
Local	Street, Avenue, Road, Drive
Residential Loops	Drive, Lane, Way
Short Flanking Connectors	Street, Avenue, Gate, Crossing
Cul-de-sac	Street, Avenue
Bulb/Crescent	Square, Court, Place

- Meandering, curved or curving and diagonal thoroughfares generally will be named. For example: Caribou Trail, Balsam Road, and Main Street.
- The suffix used in the name of a private street is “Way”. The most common use of this suffix is in townhouse developments.

PART 8 – STREET NAMING

1. **Purpose:** To designate a name to a new street for locating purposes.
 - For streets in a proposed plan of subdivision, a developer can suggest street names for their subdivision. The name must be submitted to the Naming Advisory Committee.

PART 9 – CHANGING THE NAME OF AN EXISTING STREET

1. The process for approving a street name shall be as outlined in the **Naming Advisory Committee Bylaw #02-2007**:
 - This Committee will receive requests in writing.
 - The Committee shall make recommendations to Council.
 - Any street naming is subject to Council approval.

PART 10 – NOTIFICATION

1. Purpose: To ensure the agencies listed below are notified of up-to-date civic addresses.

ATCO ELECTRIC	ATCO GAS
CABLE TV	CANADA POST
EMS	TELUS
FIRE Department	TAX Department of the Town
RCMP	GIS Department of the Town

PART 11 – HOUSE NUMBERING

1. That “house” numbers/civic addresses must be placed as per this bylaw.

Part 12 - Enforcement

1. Written notice of this bylaw shall be served upon the owner/occupier and shall require alteration of the wrong number to a correct number designated by the Development Authority within thirty (30) days of the date of notice.

2. Any person who, in any way, contravenes or causes, suffers or permits a contravention of any provision of this bylaw is guilty of an offence and is subject to further enforcement.

THAT Bylaw #04-2013 is hereby rescinded on the date of enactment of this Bylaw.

THAT this Bylaw comes into effect upon the date of Third Reading.

FIRST READING THIS 28 DAY OF November, 2017


MAYOR


CHIEF ADMINISTRATIVE OFFICER

SECOND READING THIS 28 DAY OF November, 2017


MAYOR


CHIEF ADMINISTRATIVE OFFICER

THIRD READING THIS 28 DAY OF November, 2017


MAYOR


CHIEF ADMINISTRATIVE OFFICER