



POLICY NAME: Street Numbering

POLICY No: AP12

PURPOSE OF POLICY:

To set guidelines for implementing consistent street numbering & renumbering processes throughout the Brighton municipality.

SCOPE:

To enable consistent street numbering & renumbering across the whole of the Brighton municipality, and to enable effective emergency services to our residents.

POLICY:

This policy has been established in accordance with the Australian Standards AS/NZS 4819.

- An address number shall be assigned to each separately owned or occupied area of land or building or part of a building.
- All address numbers shall be clear, logical and unambiguous.
- Address numbers shall be assigned to the location of the main access to the address site.
- Address numbering shall be sequential, ranging from lowest to highest.
- A primary address number shall not include preceding alphabetical characters.
- Primary address sites on the left side of the road shall be numbered from "1" and increase sequentially using odd numbers.
- Primary address sites on the right side of the road shall be numbered "2" and increase sequentially using even numbers. This also applies to a cul-de-sac. Where there is only one address number available for multiple address sites due to other address numbers being already allocated and it is not a sub address site alpha suffixes shall be assigned. These alpha suffixes shall start at A be assigned sequentially and not extend beyond E.
- The order that the letters are assigned should be in the same direction as the numbering of addresses on the road.
- An address site on a corner should be given an address number for the road with the main access point. However an address number on the other road shall be reserved for that to allow for future development unless it is assigned as an alternative address.
- Numbering on roads affected by development requires a section of a road to be renamed where it is broken by a road redesign or redevelopment will be renumbered as per this policy.

ROLES & RESPONSIBILITIES:

Council will advise all necessary stakeholders of the new or altered addresses on behalf of the owner of the property. The stakeholders are listed as follows:-

- Nomenclature Board
- Tasmania Police & Bridgewater Police Station
- Tasmania Fire Services & Bridgewater Fire Station
- Tasmanian Ambulance Service
- Valuer-General – Land Titles Office
- Tasmanian & Australian Electoral Commission
- Australia Post & Brighton Post Office & Bridgewater Post Office
- Aurora Energy
- Telstra Corporation
- TasWater

It will be the responsibility of the property owner to update their property and postal address with any private organisation.

Council will provide \$15 financial assistance per street number to each property owner for costs associated with mail redirection and updating of the numbers on houses or letter boxes. No financial assistance will be paid for new street naming and numbering or for any properties where the street numbering is required to be changed due to works carried out by the property owner ie change of location of driveway.

REFERENCES:

Australia Standards - AS/NZS 4819

ADMINISTRATIVE DETAILS:

Policy compiled: May 2012

Adopted by SMT: June 2012

To be Reviewed: June 2017

Reviewed: June 2015

Responsibility: Executive Assistant – Corporate Services



GENERAL MANAGER