

**THE CORPORATION OF THE DISTRICT OF PEACHLAND**

**BYLAW NUMBER 2164, 2017**

A Bylaw to regulate the numbering of buildings and structures within the District of Peachland pursuant to the *Community Charter Section 39(a), (b) and (c)*.

NOW THEREFORE, the Council of the District of Peachland, in Open Meeting assembled, ENACTS AS FOLLOWS:

**1. Title**

This bylaw may be cited for all purposes as "District of Peachland Building Numbering Bylaw No. 2164, 2017".

**2. Repeal**

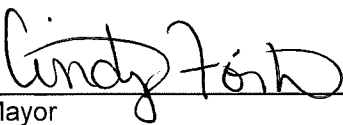
The Corporation of the District of Peachland House Numbering Bylaw Number 1212, 1992, and all amendments thereto are hereby repealed.


READ A FIRST TIME, This 14<sup>th</sup> day of February, 2017.

READ A SECOND TIME, This 14<sup>th</sup> day of February, 2017.

READ A THIRD TIME, This 14<sup>th</sup> day of February, 2017.

FINALLY RECONSIDERED AND ADOPTED, this 28<sup>th</sup> day of February, 2017.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Corporate Officer

Dated at Peachland, B.C.

This 28<sup>th</sup> day of February, 2017.

**3. Interpretation**

- .1 Words used in the present tense include the other tenses and derivative forms.
- .2 Words used in the singular include the plural and vice versa.
- .3 The word "person" includes a corporation, firm, partnership, trusts, and other similar entities as well as an individual.
- .4 Words have the same meaning whether capitalized or not.
- .5 The words "shall" and "is" require mandatory compliance.
- .6 For the purpose of this Bylaw, the words "includes" and "including" shall be interpreted to mean "includes or including among other things, but not limited to".
- .7 The phrase "used for" includes "arranged for", "designed for", "maintained for", or "occupied for".
- .8 Words, phrases, and terms not defined in the *Local Government Act, Interpretation Act, Community Charter* or the District of Peachland Zoning Bylaw as amended shall be given their usual and customary meaning.
- .9 All dimensions and other measurements in this bylaw are expressed in the Standard International Units (Metric) system. Imperial measurement conversions are for convenience only, and do not form part of the Bylaw.
- .10 In the event of any inconsistency between the text of this bylaw and any figure or illustration, the text shall govern.
- .11 Any reference to any section in this bylaw, or to another bylaw, shall include any and all amendments to that bylaw.

#### 4. General Provisions

- .1 Each lot shall be assigned a street address by the District of Peachland.
- .2 Each building or dwelling unit shall be assigned a street address by the District of Peachland which may or may not include a unit number.
- .3 Street addresses shall be assigned according to the established address grid intervals.
- .4 All new street addresses, including unit and lot numbers, shall be numeric. The assignment of letters to designate units, as in 714 and 714A, shall no longer be permitted.
- .5 Buildings fronting on more than one street shall have their address on the street where the driveway access is located, unless otherwise decided by the District of Peachland.
- .6 Street numbers shall be assigned according to building types in accordance with the provisions of Schedule "A" attached to and forming part of this bylaw.
- .7 The owner of every building assigned a street address shall permanently display the number or numbers assigned in a conspicuous location on a contrasting background:
  - .1 On the front of the building when the building is near and clearly visible from the street; or
  - .2 When the building unit is located out of clear view, or at a distance greater than 30 meters from the frontage, on a sign not exceeding 0.4m<sup>2</sup> (2ft<sup>2</sup>) in size mounted on a signpost near the driveway access to the lot.
- .8 Numbers shall be:
  - .1 easily legible from the address street;
  - .2 a minimum of 76 millimetres (3 inches) in height;
  - .3 made of durable materials
  - .4 affixed so as not to be easily removed.
- .9 The Director of Planning and Development Services is hereby appointed to allocate numbers to buildings and structures within the District of Peachland.
- .10 The Director of Planning and Development Services may designate a member of the Planning and Development Services Department staff to undertake his responsibilities under this bylaw.
- .11 The District of Peachland is authorised to make minor changes, alterations or additions in the display of numbers, including but not limited to, requiring reflective signage to indicate the location of the buildings in multiple building developments.
- .12 Any person who violates any of the provisions of this bylaw commits an offence and is liable, upon prosecution, to the penalties provided under the *Offence Act*, or pursuant to the Bylaw Notice Enforcement Bylaw. Each day is considered a separate offence.

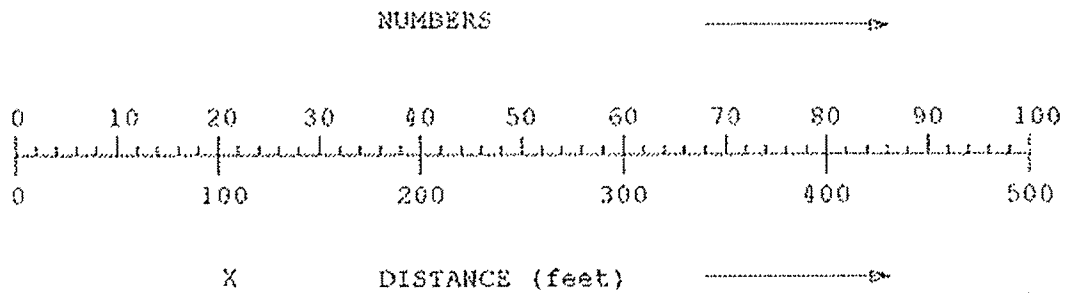
**Schedule "A"**  
**Policy and Procedure for Numbering Individual Lots and Buildings**

**.1 Street Addressing of Individual Lots**

**.1 Determining Appropriate Number within the Grid Interval**

The length of grid interval varies throughout the District; therefore, no specific rule can be established for numbering based on a standard grid. Generally, the procedure will be to increase the numbers by interpolating for every 15.25 metres (50 ft.) within the interval. For example, if the interval length is 381 metres (1,250 ft.), the numbers will increase by four every 15.25 metres (50 ft.) as in 700, 704, 708 etc. A second example of interpolating is shown in Figure 1.

**Figure 1: Scale for Interpolating Numbers**



E.g.: In the 1000 interval the odd address would be 1021.

**.2 For single and two-dwelling lots the address shall be assigned in accordance with the following:**

| <i>Frontage Width</i>          | <i>Location of grid point number</i> |
|--------------------------------|--------------------------------------|
| 12 to 21 metres (39 to 69 ft.) | Midpoint of the lot frontage         |
| >21 metres (69 ft.)            | Location of the driveway access      |

**.3 For all other building types, the appropriate street number will be that which applies to the location of the front entrance or driveway access location as applicable. For buildings with more than one entrance or lots with more than one building to be addressed, see Section 2 for the numbering procedures.**

**.4 Even and Odd Numbering**

- .1 Buildings on the north and west side of the streets have even numbers;
- .2 Buildings on the south and east side of the streets have odd numbers.

**.5 Numbering Curved Streets**

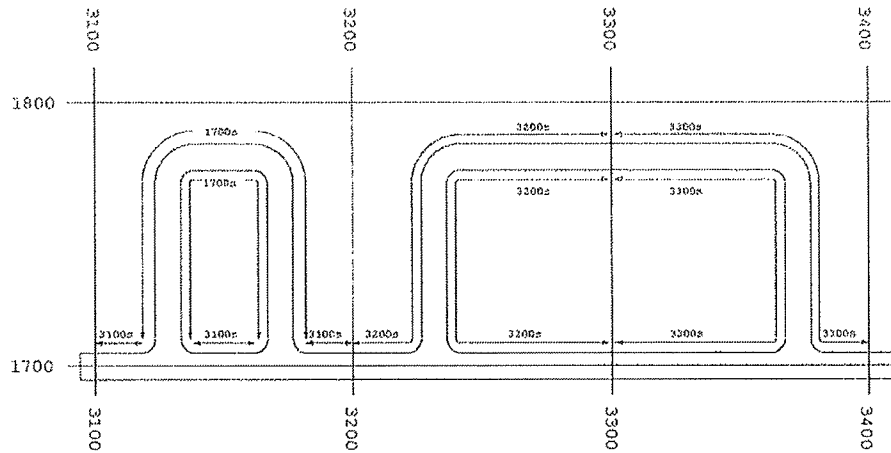
Streets which curve, but generally are in one direction, should have the curve ignored and be numbered in accordance with their general direction.

**.6 Numbering Streets with only one exit**

- .1 Streets less than 30.5 metres (100 ft.) in length ending in a cul-de-sac shall be numbered on the same grid as the street from it is entered.
- .2 Streets greater than 30.5m (100 ft.) in length ending in a cul-de-sac shall be numbered on a separate grid according to its direction.

- .3 Streets which form a loop shall be assigned addresses within one interval based on the grid interval at the entrance to the loop.
- .7 Numbering Crescents:  
Streets with two entrances/exits into the same street will be numbered according to the direction of the longest segment. As shown in Figure 2.

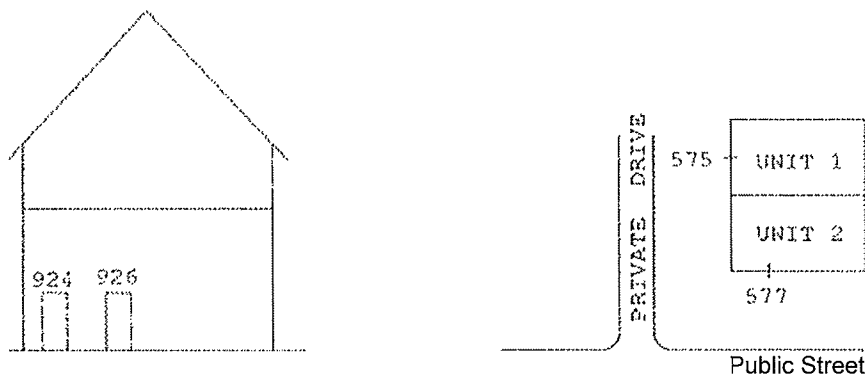
**Figure 2: Numbering on Crescents**



**.2 Street Addressing by Building Types**

- .1 Single Detached Dwelling units without suites, shall be provided one (1) number (i.e. "926").
- .2 A Secondary Suite will be numbered "2" (i.e. "2 – 926") and the primary dwelling unit will remain numbered "926".
- .3 A Garden Suite will be numbered "2"(i.e. "2 – 926") and the primary dwelling unit will remain "926".
- .4 All buildings containing two units other than a secondary suite (i.e. a Duplex Dwelling) shall be provided individual numbers for each unit (i.e. "924" & "926"). Where one unit fronts other than the address street or a flanking street the address will be assigned from the driveway access to the public street.

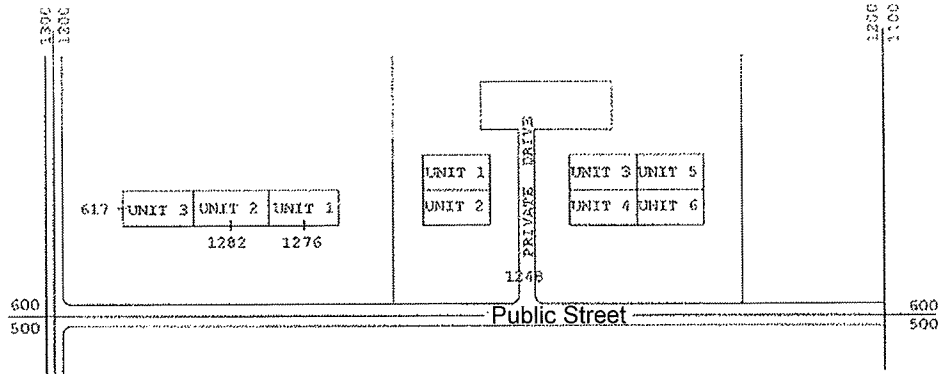
**Figure 3: Duplex Dwelling or Two-Unit Non-residential Building**



- .5 Any Multiple-Unit Building containing three (3) or more units will be given address numbers for each front entrance providing all the front entrances face a public street.

If one or more front entrances face other than a public street, only one (1) number will be provided per lot. Unit numbers shall be assigned to each unit, as shown in Figure 4.

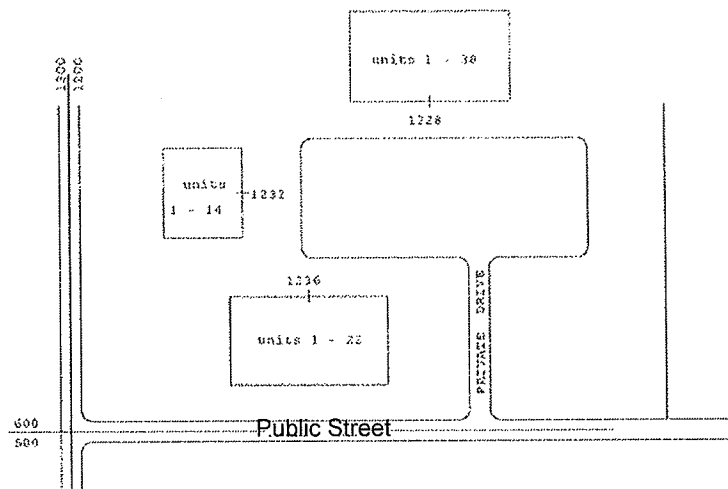
**Figure 4: Multiple-Unit Buildings**



- 6 Each Multiple-Unit Building with a common entrance for a number of units will be provided with one (1) street address and each unit shall be assigned a unit number. Unit numbers shall be assigned based on:
  - .1 Floor level designation (i.e. 101, 201, 301)
  - .2 Assignment of numbers in clockwise order from the main access point to that floor.
  - .3 A consistent pattern on all floors.
  - .4 Numbers that would otherwise be assigned to building area used for non-residential purposes (i.e. parking or common rooms) on any given floor where dwellings units are located at the same location on other floors shall not be used on the given floor.
  - .5 Common Rooms used by the building occupants shall be designated 100, 200, etc.
- 7 Lots containing three or more Multiple-Unit Buildings accessed from a common parking area shall have a street address applied to each building and each unit shall be assigned a number, as shown in Figure 5.

Where the buildings consist of multiple floors, the unit numbers shall be assigned in accordance with item 2.6 above.

**Figure 5: Three or more Multiple-Unit Buildings – Common Parking Area**



**.3 Manufactured Home Parks**

Manufactured Home Parks shall be assigned one (1) street address. Individual Manufactured Home Spaces shall be assigned unit numbers.

**.4 Addressing Buildings Located in Bare Land Strata Developments**

The Director of Planning and Development Services may require that a bare land strata development confirm with Options 1 or 2 below:

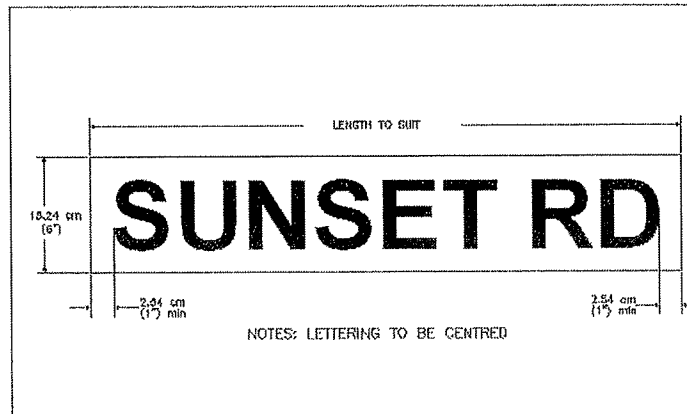
**.1 Option 1: Private Street Names**

- .1 All building types will be assigned a number conforming to Section 2 Street Addressing by Building Types above provided that each entrance faces a public street or a private internal road;
- .2 All street [name] signs shall be ordered through the District of Peachland Operations Department and paid for by the property owner at the time of installation;
- .3 Street [name] signs shall be posted at the entrance to and at all intersections of roads within the bare land strata development;
- .4 Street [name] signs must conform to the specifications contained in Private Street Name Sign Specifications Table and Figure 6 below.

**Private Street Name Sign Specifications Table**

|                               |  |
|-------------------------------|--|
| Sign Length                   | Variable according to street name  |
| Sign Height                   | 15.24 cm (6.0 in.)   |
| Street Name Text Height       | 10.16 cm (4.0 in.)   |
| Text Font                     | Highway Gothic   |
| Background Colour             | 3M Engineer Grade Reflective - Blue  |
| Text Colour                   | SM Engineer Grade Reflective - White   |
| Sign Height from Street Level | 2.5 metres (98.2 ft.) above grade  |
| Sign Material                 | Sheet Aluminum, 0.018 in. minimum  |
| Sign Post                     | Telespar 50mm square perforated galvanized tubing in accordance with District of Peachland Subdivision and Development Servicing Bylaw Supplementary Specifications for traffic signs, as amended. |

**Figure 6: Private Street Name Sign Specifications**



- .5 The Director of Planning and Development Services shall approve private street names in accordance with the District of Peachland Street Naming Policy, as amended.
- .6 Addresses shall be assigned conforming to the existing grid intervals.

**.2 Option 2: Single Address**

One street address shall be issued based on the location of the entrance to strata subdivision according to the established grid interval. Internal strata lot numbers shall be assigned in accordance with section 2.1 Single Detached Dwellings. This address scheme shall not be applied where secondary dwellings are allowed.

**.7 Street Addressing for Public Buildings located on Untitled Public Land**

The building shall be assigned a street address conforming to the Grid Numbering system.

**.8 Numbering Buildings on Corner Lots**

Buildings on corner lots shall be provided number(s) that correspond to the direction in which the front entrance faces the public right-of-way.

**.9 Change of Address**

- .1 An address may be changed at the request of the Regional Emergency Response Agencies, the Post Office, or under limited circumstances, at the request of a property owner. Valid reasons for changing an address are:
  - .1 To correct past errors in addressing;
  - .2 To eliminate the duplication of numbers on a street;
  - .3 To eliminate addressing conflicts or confusion on neighbouring streets;
  - .4 Changed layout as result of subdivision; or
  - .5 Reconstruction or modification of a building to face a different street, especially on corner lots.
- .2 All address change requests will be processed by the Planning and Development Services Department who will assign new addresses and inform the owners and relevant agencies.

**.10 Address Maps**

All mapping of street address numbers and revisions to the same will be compiled and maintained by the District's GIS Mapping Services.