



KERBSIDE NUMBERING POLICY

DOCUMENT NO: A4227333

1.1 Objectives:

The objective of this policy is to describe the arrangements whereby Council will permit businesses and community groups to offer kerbside numbering of premises on concrete kerbing.

1.2 Regulatory Authority:

Authority for Council to perform this function is Chapter 2, Part 1, Division 9 of the *Local Government Act (2009)* giving power to do anything that is necessary or convenient for the good rule and local government of its local government area.

1.3 Policy Statement:

1. Businesses and community groups will be permitted to offer kerbside numbering of premises, providing that the group also simultaneously offers suitable numbers for the display on the premises.
2. The fee for these services must be reasonable.
3. The lettering and material types for the numerals must comply with the requirements of Council.
4. The applicant must submit an application in writing for approval by Council, setting out:
 - (a) the target area;
 - (b) the proposed fee;
 - (c) the design and material types proposed for the numerals; and
 - (d) an example of the written advice to be issued to the owner of occupier.
5. The approval period must not exceed twelve (12) months.
6. Owners or occupiers who are to be offered these services must be issued with written advice which must include statements specified in Council's approval. In this regard, this advice must clearly state that Council encourages numbers to be clearly identified on the premises. A number is easily identified if:
 - (a) the numerals are a minimum of 75 mm high; and
 - (b) the numerals are positioned one metre above ground level; and
 - (c) the numerals are positioned at or near the alignment of the premises with the road; and
 - (d) the numerals are positioned near the pedestrian access to the premises; and
 - (e) there are no obstructions to visibility between the displayed house number and the road.

The written advice must also state that numbers on kerbs do not satisfy this criteria. Therefore Council does not require owners to provide numbers on kerbs.

1.4 Policy Author:

The Development Planning Manager is responsible for the review and revision of this policy.

Date of Review: 22 June 2017

Date of Council Resolution: 15 September 2004

Committee Reference and Date: Works Committee No. 2004(10) of 6 September 2004

No. of Resolution: 21.03

Date to be Reviewed: 22 June 2019