



## DISTRICT COUNCIL OF LOXTON WAIKERIE

### Rural Property Addressing Policy

<b>Policy Identification:</b>	
<i>Adoption Date:</i>	15 June 2012
<i>Last Review:</i>	19 June 2015
<i>Next Review Date:</i>	June 2016                      annual review
<i>Responsible Officer(s):</i>	Director Infrastructure Services
<i>Relevant Delegations:</i>	
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<i>Other Relevant Policies:</i>	
<i>Related Procedures:</i>	
<i>Relevant Legislation:</i>	Local Government Act 1999 (S220): National standard AS/NZ 4819:2003 updated in 2006
<i>File Path:</i>	N:\Council\Policies\Council\2015\Rural Property Addressing Policy.pdf

#### Rural Property Addressing - background

Rural Property Addressing is a joint state and local government initiative aimed to provide all occupied rural properties in South Australia with a nationally consistent numbered address.

Many properties were located on un-named roads, which required property owner to rely on local knowledge and reference points among emergency services personnel (and service providers like vets and livestock officers) to find their property. Descriptions of property location were often confusing, leading to time loss and frustration.

Council recognises the importance of a uniform numbering system for rural properties and is committed to ensuring all occupied rural properties are provided with a Rural Property Address (RPA) number and that property owners display their RPA in the correct location and in the correct format at all times.

#### Purpose

The key objective of this policy is to provide the District Council of Loxton Waikerie guidelines for the supply and installation of rural addressing signage.

#### Objectives

To ensure consistent rural property addressing signage, both with installation and maintenance within the District Council of Loxton Waikerie by:

- Ensuring that all new residences acquire the correct rural property address
- Encouraging consistent signage to assist emergency, postal and other services, where the number clearly equates to the distance along the road
- Setting minimum standards for the installation of rural property addressing signage
- Clearly defining responsibility for the installation and replacement of rural property addressing signage

## **Scope**

This policy applies to the provision of rural property addressing numbering, the installation and maintenance of the signage.

## **Policy**

Council is committed to the implementation, installation and maintenance of rural property addressing. The system resolves issues with rural road names and ensures that a meaningful property number is created for each rural property with a residence. Properties are clearly numbered with the number equating to the distance along the road.

Pursuant to S220 of the Local Government Act 1999 An owner of land must, at the request of the council, ensure that the appropriate number for the owner's building or allotment is displayed in a form directed or approved by the council. It is the policy of Council that the numbering system be clear, consistent and supports the National standard AS/NZ 4819:2003 updated in 2006.

## **Procedure**

### **New rural residences**

As part of the development application process council will determine the rural property addressing number to be used for a new property that has a residence and advise the owner. The Planning Officer will notify the Works Assistant of any applications that require a rural property addressing number. The Works Assistant will inform Works staff who calculate the distance, allocate the number, order the sign from a preferred contractor and install the sign.

The Works Assistant will notify the Department of Transport, Energy and Infrastructure, the Rates Officers, Asset Manager and other officers of Council as required.

If Council receives a request for the installation of additional signage or signage for a property without a residence on site a fee will be charged for the supply of the sign only. Additional requests will be placed via the Works Request System and the procedure as stated above will be followed with an invoice forwarded to the resident.

If request is made for provision of a rural property address for a place of work, that is one where there is no residence, this is to be viewed as an additional request and a fee will be charged

Any additional signage requested will be installed by the owner of the land at the direction of Council staff

The fee for a new RPA sign is specified in the Fees and Charges.

The correct format for the signs are as follows:

- Signs to be double sided and reflective;
- Sign to be installed pointing to the road so it is facing both directions of traffic;
- Mounted at top of standard black star dropper steel post;
- To be installed to a height of 1.0m at top of post;
- To be installed adjacent to the property access as follows:
  - Council owned roads: On, or as close as possible, to the property boundary;
  - DTEI owned roads: Where practicable, no closer than 1.5m to the edge of the shoulder, or guide post alignment, or grader wind row whichever is further from the road.

