

**BYLAW NO. 987-15
MACKENZIE COUNTY**

**A BYLAW OF THE MACKENZIE COUNTY,
IN THE PROVINCE OF ALBERTA,
PROVIDING FOR THE REGULATION OF MUNICIPAL ADDRESSING**

WHEREAS under the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, Section 58, Council may:

- a) Name roads or areas within its boundaries and to assign a number or other means of identification to the buildings or parcels of land;
- b) Require an owner or occupant of a building or parcel of land to display the identification in a certain manner;

AND WHEREAS under the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, Council may:

- a) provide for the revision of the numbers assigned and require the owners or occupant to display the numbers so revised,
- b) delegate any of its powers or duties under this section to one or more officials or employees of the Municipality;

AND WHEREAS Council deems it desirable to put into effect a standardized Municipal Rural Addressing system for the entire municipality to be utilized for emergency service providers and to aid others to properly identify a property;

NOW THEREFORE, THE COUNCIL OF MACKENZIE COUNTY ENACTS AS FOLLOWS:

1. GENERAL

1.1 This Bylaw shall be cited as the Rural Addressing Bylaw.

2. DEFINITIONS

2.1 In this Bylaw, unless the context otherwise requires, the term

- a) "Access" means the primary point of access to a Property or to a multi-lot subdivision as identified by the County;
- b) "Addressing Authority" means the County Administrator and such employees deemed necessary to carry out the functions of this bylaw;

- c) “Building” means any structure constructed or placed on, in, over or under land, whether permanent or temporary, into which a person could enter;
- d) “County Administrator” means the person designated by Council as the County’s Chief Administrative Officer or his/her designate;
- e) “County” means the municipal corporation of the Mackenzie County;
- f) “County Road” means any township or range road, but excludes any internal subdivision road;
- g) “Rural Address” means the address that is designated by the Addressing Authority, which includes a combination of numbers and/or words;
- h) “Enforcement Officer” means County Administrator, an enhanced policeman, or any employee of the County that is designated by the County Administrator to carry out enforcement powers under this bylaw;
- i) “Hamlets” means the Hamlets of Fort Vermilion, La Crete and Zama;
- j) “Owner” means:
 - i) A Person who is registered under the Land Titles Act as the owner of the land;
 - ii) A Person who is recorded as the owner of the property on the assessment roll of the County;
 - iii) A Person holding himself out as the person having the powers and authority of ownership or who for the time being exercises the powers and authority of ownership;
 - iv) A Person controlling the property under construction, or;
 - v) A Person who is the occupant of the property under a lease, license or permit;
- k) “Property” means a parcel of land within the County, excluding Hamlets;
- l) “Road” means any thoroughfare, street or highway, whether privately or publicly owned, that the public is ordinarily permitted to use for the passage of vehicles;
- m) “Street Name” means the name assigned to a road by the County;
- n) In this bylaw, whenever the male gender is specified, it shall be interpreted as meaning both male and female as applicable.

3. APPLICATION

- 3.1 The Addressing Authority shall administer the rural addressing system for the County and may, subject to the provisions of this bylaw:
 - a) assign a name to all new roads and development areas;
 - b) establish a system of address numbering for properties;
 - c) assign a rural Address to every Property with a Building;
 - d) change an address number or street name, in accordance with the provisions hereto.

- 3.2 All Property containing a Building within the County shall be designated a Rural Address by the Addressing Authority as soon as possible, after the access location has been confirmed;
 - a) Properties without a Building wanting a Rural Address shall submit a written request, and consideration shall be given by the Addressing Authority to assign a Rural Address;
 - .1 An approved Access must be constructed prior to the assigning of a Rural Address
 - b) All new rural subdivisions shall be assigned a Rural Address at time of subdivision approval.

- 3.3 The Addressing Authority may change a Rural Address or Street Name if in their opinion such change is required:
 - a) To allow the safe and reliable delivery of services to the Property;
 - b) To minimize confusion;
 - c) To accommodate an adopted statutory plan for the area in which the property is located.

- 3.4 Notwithstanding the foregoing, once the Addressing Authority has assigned a Street Name, that name may not subsequently be changed except by resolution of Council;

- 3.5 No person shall remove, deface, or obliterate or destroy the Rural Address placed upon or affixed to any Property in accordance with this bylaw;

- 3.6 Notwithstanding the foregoing, the Rural Address shall be displayed by the Owner at all times, either permanently or temporarily during construction.

6. DISPLAY OF ADDRESS

- 6.1 The Rural Address shall be plainly visible from the Road on a sign as specified in Schedule "A", hereto attached;
- 6.2 The sign shall be placed adjacent to the driveway at the Property line and shall be contained near the property line, as specified in Schedule "A", hereto attached. Deviations from the location specification in Schedule "A" shall be permitted if the sign will still be clearly visible from the Road, clearly indicate the Access to which it refers, and overall makes good sense to locate it in the location chosen;
- 6.3 The Rural Address shall be displayed, either permanently or temporarily during construction, upon commencement of a Building or portion thereof, or at time of subdivision approval, whichever may occur first
- 6.4 Oil and gas industry sites regulated by the Alberta Energy Regulator (AER) are exempt from this bylaw unless:
 - a) requested by the Owner, and further approved by the County, to have a Rural Address;
 - b) the site is occupied by employees, or is used as a permanent place of employment or business
- 6.5 The Owner shall ensure that the posted Rural Address is properly maintained and visible;
- 6.6 For all rural multi-lot developments, the developer shall place a sign at each entrance to the subdivision. The sign shall include the lot layout and indicate each lots address, and be clearly visible from the Road;

7. ADDRESSING SYSTEM

- 7.1 Addresses will be determined at the location along a public road where the primary access is gained to the occupied building. The basic grid is derived from the township and range roads. The grid is based on 40 intervals per mile starting in the far southeast section corner. Note that for the purposes of addressing, virtual township roads exist between all sections whether an actual road allowance exists or not. Reset interval to zero at each section line. Interval numbers increase in the north and west direction. Odd interval numbers are on the south and east. Even interval numbers are on the north and the west.

- 7.2 Where two primary accesses exist in one address interval an additional “1” or “2” will be added onto the address number, i.e. 102232-1 Rge Rd 153;
- 7.3 For rural multi-lot developments, subdivision signs shall be required at the entrance to the subdivision and individual lot number signs will be required at the primary access to each lot;
- a) Each multi-lot subdivision shall be divided into loops with each loop being numbered 0, 100, 200, 300, etc. For each lot in a numbered loop road, a number starting with the loop number and adding increments of 4 will be assigned.
- .1 For developments that have linear, interconnecting roads (i.e. Riverdrive Developments), each road that has been identified as having an Access to the County road shall be considered a loop for addressing. An even lot number shall be assigned to all properties located on the North and West sides of the adjacent road, and an odd lot number shall be assigned to properties located on the South and East sides of the adjacent road;
- .2 For developments that have looped roads and cul-de-sac’s (i.e. Greenwood Acres), each road that has been identified as having an Access to the County Road shall be considered a loop for the purpose of addressing. An even lot number shall be assigned to all Properties located on the right hand side of the adjacent road, and an odd lot number shall be assigned to all Properties located on the left hand side of the adjacent road. Right hand and left hand shall be as observed when entering the internal subdivision road from the Access onto the County Road;
- .3 Each multi-lot subdivision shall have a sign at each Access displaying the lots and the numbering, as shown in Schedule “A”, attached;
- .4 Each Property within a multi-lot subdivision shall display only the lot number on their Rural Address sign, however the Rural Address assigned to the Property includes the entire address of the multi-lot Access, suffixed by the lot number;
- .5 For multi-lot subdivisions that have only one Access to a County Road, the road shall be assigned a 000 (no) road name;
- 7.4 Notwithstanding sections 7.3, rural addresses shall be assigned an address using the *Alberta Municipal Affairs Addressing Project, 2004, Addressing Guidelines*.

8. OFFENCES

- 8.1 No person shall use a Rural Address sign if such sign does not comply with this bylaw;
- 8.2 No person shall deface or remove any sign placed under the authority of this bylaw;
- 8.3 No person shall obstruct a sign placed under the authority of this bylaw with any natural or man-made object, whether temporary or not;

9. PENALTIES

- 9.1 Any person who contravenes any of the provisions of this bylaw is guilty of an offence and liable for a penalty in the amount as designated in the Fee Schedule Bylaw;

10. ENFORCEMENT

- 10.1 This bylaw shall be enforceable upon notice of any contravention of any provisions of this bylaw having been delivered to the Owner of the land in respect to which the contravention has occurred. Such violation ticket shall state the following:
 - a) Nature of infraction of the bylaw;
 - b) Corrective measures required to comply with this bylaw;
 - c) The time within which such corrective actions must be performed
- 10.2 Where an Enforcement Officer issues a person a violation ticket in accordance with this bylaw, the officer may either:
 - a) Allow the person to pay the specified penalty as provided for the offence as set out in the Fee Schedule Bylaw by including such specified penalty on the violation ticket; or
 - b) require a court appearance of the person where the Enforcement Officer believes that such appearance is in the public interest, pursuant to Part 2 of the *Provincial Offenses Procedures Act*.

11. COMING INTO FORCE

11.1 This Bylaw shall come into force and effect upon receiving third reading.

READ a first time this 10th day of March, 2015.

PUBLIC HEARING held this 14th day of April, 2015.

READ a second time this 14th day of April, 2015.

READ a third time and finally passed this 14th day of April, 2015.

(original signed)

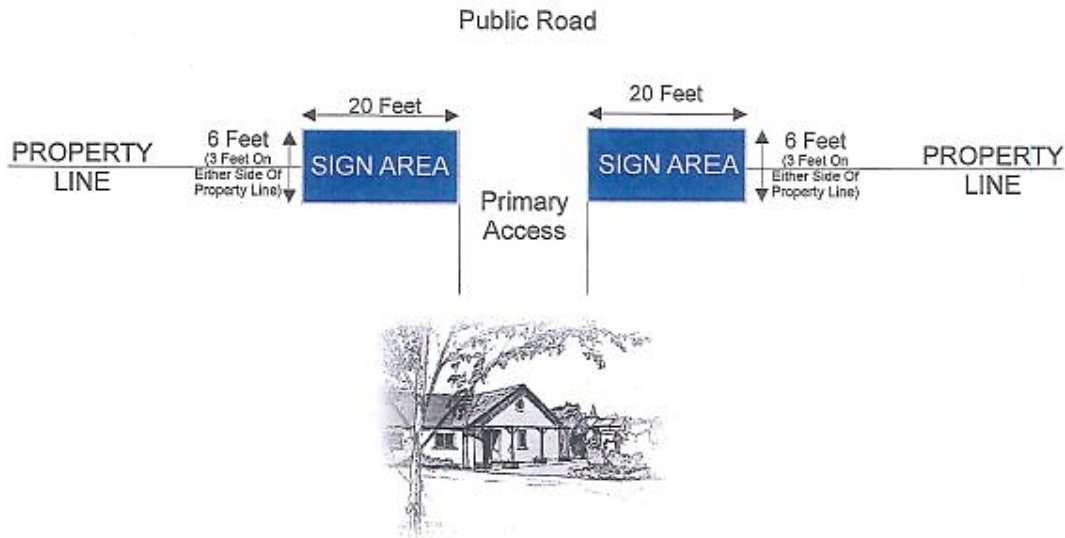
Bill Neufeld
Reeve

(original signed)

Joulia Whittleton
Chief Administrative Officer

**MACKENZIE COUNTY
BYLAW NO. 987-15
SCHEDULE "A"**

Rural Address and Lot Signs



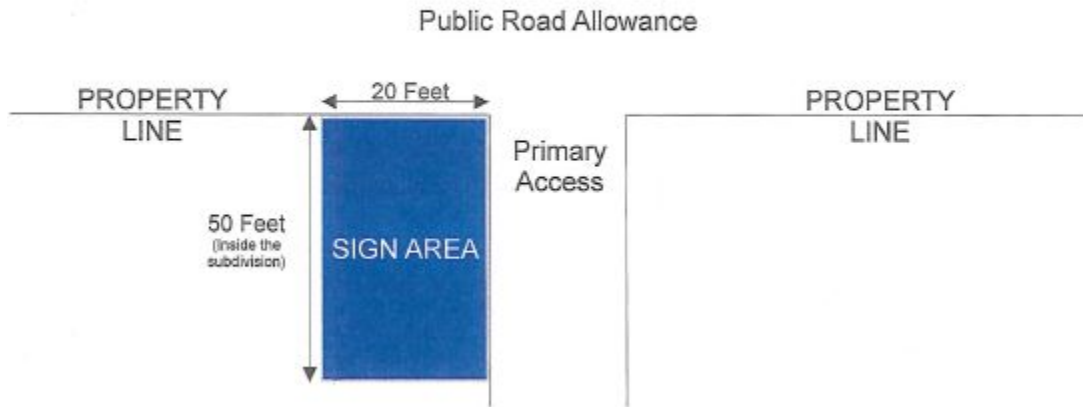
Signs shall be placed within 6.1 meters (20 feet) on either side of the shoulder of the driveway (access) and located within 1 meter (3.3 feet) of the property boundary. The sign shall be no lower than 1 meter (3.3 feet) from ground level (measured from bottom of sign).

Deviations from the location specified shall be permitted if the sign will still be clearly visible from the Road, clearly indicate the Access to which it refers, and overall makes good sense to locate it in the location chosen.

Sign Specifications

Substrate:	Sign grade aluminum	
Sign Face:	High Intensity Prismatic Reflective Coating	
Color:	White lettering on a green background	
Mounting:	Signs shall receive a single 7 foot U-channel post mounted to the center of the sign with appropriate hardware.	
Size:	As shown below:	
	125 x 20 cm Rural Address Signs 50013 TWP RD 713 A	120 x 20 cm Rural Address Signs 51048 TWP RD 714
	30 x 20 cm Country Multi-lot Development Lot Sign 20 308 4806	

Multi-Lot Subdivision Signs



Subdivision sign locations and dimensions are to be used as a guideline only. Actual locations and dimensions will be dependent on the subdivision layout and size.

Subdivision signs shall be placed in a visible location within 6.1 m (20 feet) from the right shoulder of each Access from a County Road into the subdivision and no further than 15.2 m (50 feet) inside the subdivision. The sign shall be no lower than 0.91 m (3 feet) from ground level (measured from bottom of sign) and no higher than 3.7 m (12 feet) from ground level (measured from top of sign).

Sign Specifications

Sign Material: $\frac{3}{4}$ " Pressure Treated Plywood (sanded one-side) or sign grade aluminum

Sign Face: High Intensity Grade Prismatic Reflective Coating

Color: White text and lines on a green background

Text Font: Leelawadee

Sign Border: $\frac{1}{2}$ " around perimeter of sign

Post: 2 – 4" x 6" pressure treated or steel equivalent

Sign design shall be as shown below:

