

Policy Number:	7.8
Policy Name:	Property Numbering – Uniform Numbering on Road Kerbing
Classification	Public - Council Policy
Adopted:	28 July 2015
Frequency of Review:	Biennial
Last Review:	July 2015
Next Review Due:	July 2017
Responsible Officer(s):	Manager Infrastructure and Engineering Services
Policy and Code of Practice Manual File Ref:	CC10/2601
Council File Reference:	CR15/14022
Legislation Authority:	N/A
Related Policies:	N/A
Related Procedures:	N/A

1. BACKGROUND

That it be a Policy of Council that:

- 1.1 Community Groups may seek the approval of Council to conduct Uniform Property Numbering Programs in accordance with the following requirements:
- 1.2 The dimensions of the numbers shall be - Height = 75mm, Width = 50mm, Thickness = 14mm.
- 1.3 Where more than one number is used, the numbers shall be spaced 10mm apart.
- 1.4 The numbers shall be white and placed on a black rectangular background.
- 1.5 The background rectangle shall be 95mm in height, and shall be 70mm long for single digit numbers, 130mm long for two digit numbers, and 190mm long for three digit numbers.
- 1.6 The materials to be used for numbers and backgrounds shall be either marking ink or paint approved by the Manager of Infrastructure and Engineering Services.

PROPERTY NUMBERING – UNIFORM NUMBERING ON ROAD KERBING POLICY 7.8

- 1.7 Where numbers for residential properties are placed on kerbing, they shall be placed on the face of the kerb as close to the right hand side of the driveway to the property as possible.
- 1.8 Where numbers for commercial properties are placed on kerbing, they shall be placed on the face of the kerb in front of, the entrance to the property
- 1.9 Where numbers cannot be placed on kerbing, they shall be placed on a fence or post so as to be one metre above ground level, and located in a similar manner as numbers referred to in clauses 1.7 & 1.8 above.
- 1.10 The applicant for any Numbering Program shall submit to Council details of:-
 - 1.10.1 The street names and house numbers to be included in the Program.
 - 1.10.2 Adequate Public Liability Insurance to the satisfaction of the Chief Executive Officer.
 - 1.10.3 Names and Addresses of persons undertaking the works.
- 1.11 The manner in which works associated with Numbering Programs are undertaken shall be in accordance with AS1742.3 Manual of Uniform Traffic Control Devices, Part 3: Traffic Control Devices for Works on Roads
- 1.12 The Applicant for any Numbering Program shall provide Council with an undertaking to install the numbering in accordance with this Policy, and that if not so installed the applicant shall meet the cost of removal of the numbering

2. REVIEW AND EVALUATION

The effectiveness of this Policy will be reviewed on a biennial basis.

The Chief Executive Officer will report to Council on the outcome of the evaluation and if relevant make recommendations for amendments, alteration or substitution of a new Policy. The Policy will not be altered or substituted so as to affect a process already commenced.

3. FURTHER INFORMATION

Further information about this Policy can be obtained by:-

Telephone: 8522 9211
Fax: 8522 9212
Email: council@gawler.sa.gov.au
Appointment: Town Hall, 89 – 91 Murray Street, Gawler
Letter: PO Box 130, Gawler SA 5118

4. AVAILABILITY OF POLICY

The Policy is available for inspection during ordinary business hours at the Council principal office, Gawler Town Hall or Library Council Offices, 89 – 91 Murray Street, Gawler or is available on the Council website at www.gawler.sa.gov.au.

A copy of this Policy will be provided to interested parties upon request, for a fee as contained in the Register of Fees and Charges.