



Legislation Details (With Text)

**File #:** BL-17-013    **Version:** 1    **Name:**  
**Type:** Bylaw    **Status:** Passed  
**File created:** 9/28/2016    **In control:** City Council  
**On agenda:** 3/6/2017    **Final action:** 3/6/2017  
**Title:** Bylaw 5/2017 - Addressing Bylaw  
Presented by: Jessi Fry, Planner

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Bylaw 5/2017

Date	Ver.	Action By	Action	Result
3/6/2017	1	City Council	approved	Pass
3/6/2017	1	City Council	approved	Pass
3/6/2017	1	City Council	approved	Pass
3/6/2017	1	City Council	approved	Pass

TAMRMS#: B06

**Bylaw 5/2017 - Addressing Bylaw**  
Presented by: Jessi Fry, Planner

**RECOMMENDATION(S)**

1. That Bylaw 5/2017 - the Addressing Bylaw, be read a first time.
2. That Bylaw 5/2017 be read a second time.
3. That unanimous consent be given for consideration of third reading of Bylaw 5/2017.
4. That Bylaw 5/2017 be read a third and final time.

**PURPOSE OF REPORT**

To give three readings to a Bylaw that defines an Addressing Authority and provides for the orderly numbering of parcels of land, buildings, units, and internal suites within the City of St. Albert.

**COUNCIL DIRECTION**

N/A

**BACKGROUND AND DISCUSSION**

Municipal addresses are used by people every day in St. Albert for different purposes. Addresses are used for location purposes, mail and service delivery, and emergency services. The display of clearly visible addresses for residential, commercial, and industrial properties contributes to wayfinding and public safety.

There are several issues related to addressing in St. Albert that have caused confusion over the years. In some cases internal commercial, industrial, or residential suite addresses have been altered by a tenant or landlord without the knowledge or consent of the City. This has inconvenienced Canada Post and a number of other service providers.

There have also been occasional issues with some of the residential homes that are located on corner lots. For example, when an address number is displayed facing the wrong street frontage it can create confusion with another home down the street displaying the same number. In this case it is difficult for service providers to determine which house is the right one.

Still other properties have an address that is not clearly visible from the road, or have no posted address at all. Landowners may be unaware that their property would be difficult to locate for a service provider who may be unfamiliar with the neighbourhood.

Perhaps the most vital role of a clearly visible address is for locating a property during an emergency. Fire Services has emphasized that clearly visible addresses are critical in emergency situations, particularly for first responders as they respond to calls.

Fire Services responds to approximately 450 calls in an average month. While the number of instances of addressing confusion during calls have not been tracked in the past, Fire Services has indicated that it is not uncommon for drivers to have difficulty locating a property due to lack of a displayed address.

This is a safety concern because 911 callers are dependent on first responders for a quick arrival time, particularly in cases of cardiac arrest and fires where opportunity for recovery drops as time progresses. A clearly visible address on a property assists Fire Services to reach people as soon as possible.

The Bylaw will provide a resource for the City to raise awareness of addressing as a safety issue. The Bylaw will enable enforcement of a reasonable standard for display of addresses.

Administration has proposed a grace period from the date of third reading of the Addressing Bylaw to the date when enforcement commences to allow time for property owners to comply with the requirements. The proposed start date for enforcement of the Bylaw is June 30, 2018. The grace period will provide over a year for Administration to inform the public about the Bylaw through a targeted communication plan.

## **STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT**

The proposed Addressing Bylaw has incorporated feedback received during circulation to various City departments. Comments were received from Legal Services, Policing Services, and Innovation and Technology Services as well as from Planning, Development, Safety Codes, Utilities, and Recreation and Parks.

The proposed Addressing Bylaw was circulated to utility and service companies as part of external stakeholder engagement. No objections were received. Canada Post responded with support for the bylaw.

If the bylaw is approved, the Planning Branch will work with Corporate Communications to implement a communication plan for the new Bylaw. Information on the Addressing Bylaw will be communicated to property owners during the grace period and after the date on which enforcement begins. A variety of communication tools are available including a webpage, media advisory, social media, signs/banners, and face to face communication at open houses or other events.

## **IMPLICATIONS OF RECOMMENDATION(S)**

### **Financial:**

Some property owners will incur a cost as a result of this Bylaw to comply with the new requirements.

The City will incur a cost as a result of this Bylaw to bring municipal buildings into compliance. An audit of these buildings is required to determine which of them will require installation of address numbers. Preliminary estimates indicate that at least 5 municipal buildings will require installation of address numbers. As enforcement of the Bylaw is recommended to start on June 30, 2018, municipal buildings requiring address numbers may be considered as part of the 2018 Budget.

### **Legal / Risk:**

None at this time.

### **Program or Service:**

None at this time.

### **Organizational:**

The Addressing Bylaw may have a peak impact on Enforcement Staff leading up to and immediately following the date that the Bylaw becomes enforceable. The awareness campaign and communication plan will help to mitigate impacts.

## **ALTERNATIVES AND IMPLICATIONS CONSIDERED**

If Council does not wish to support the recommendation, the following alternative could be considered: Either do not move, or defeat, first reading of the Bylaw.

The implication would be that there would be no enforceable standard for the display of addresses in St. Albert.

## **STRATEGIC CONNECTIONS**

### **Service Delivery Strategy**

Council is committed to ensuring that the City of St. Albert is engaging residents to identify opportunities to improve delivery of services to the community.

Corporate Objectives (See Corporate Business Plan)

Deliver programs and services that meet or exceed our standards

Report Date: March 6, 2017

Author(s): Jessi Fry

Committee/Department: Development Services

General Manager: Gilles Prefontaine

City Manager: Kevin Scoble