



# Rural Property Addressing Policy

<b>Reference Number:</b>	Section 8 No. 1
<b>Responsible Department:</b>	Infrastructure & Environment Business & Finance
<b>Related Policy/Procedure:</b>	8.7 Rural Property Addressing Procedure
<b>Date of Adoption:</b>	22 May 2012
<b>Current Review Date:</b>	24 January 2017
<b>Minute Reference:</b>	Item 12.2.1 at Page 2017/9
<b>Version Number:</b>	Amendment No. 1
<b>Applicable Legislation:</b>	
<b>Next Review Date:</b>	January 2019
<b>Review Frequency:</b>	Biennially

## 1. Purpose

The purpose of this policy is to provide guidelines for the supply, installation and maintenance of rural property addressing signage, to ensure a consistent rural property addressing numbering system exists within the Light Regional Council.

## 2. Aim

Rural Property Addressing aims to provide all occupied rural properties with a nationally recognised addressing system that will assist emergency services and other service providers to locate rural properties.

This policy will also provide guidance for the installation and maintenance of rural property addressing signage throughout Light Regional Council by:

- 2.1 Ensuring all dwellings and businesses located in the rural addressing zone are allocated a rural property addressing number,
- 2.2 Setting minimum standards for the installation and specifications of rural property addressing signage, and
- 2.3 Clearly defining responsibility for the purchase, installation, maintenance and replacement of rural property addressing signage.

## 3. Background

In August 2004, the Department for Administrative & Information Services formed a steering group to discuss the implementation of a standard for rural property addressing in South Australia.

In association with the State Government, Emergency Services and DPTI, the Rural Property Addressing project was facilitated to assist Council in the structure and implementation of Rural Property Addressing.

Council is committed to implementing and providing the framework for the rural property addressing system in accordance with the Rural Addressing Standard AS4819:2011, DPTI Master Specification - Part R48 & R49 and the Local Government Act 1999 D5;S220 – Numbering of premises and allotments.

This policy addresses the requirements for installing and maintaining rural property addressing signage, the allocation of rural property addressing data points and the responsibility of Council and landowners.

#### 4. Definition

- 4.1 **Council** –Light Regional Council
- 4.2 **Rural Property Addressing Number Plate** – The Transport Services Division Traffic & Access Standards Section – Specific Road Signs – Specifications, South Australia - TES 17922 – Plate B.
- 4.3 **DPTI** - Department for Planning Transport and Infrastructure
- 4.4 **Rural Property Addressing Number** – The DPTI allocated Data Point calculated from the beginning of the road to the driveway in metres, then divided by ten. Odd numbers are allocated on the left, even numbers on the right.

#### 5. Application of Rural Property Addressing

##### 5.1 Existing Rural Dwellings & Business Premises

Council has completed its roll out of Rural addressing signage from the adoption of this policy. All new applications will be considered in accordance with sections 5.2, 5.3, 5.4 and 5.5.

##### 5.2 New Rural Dwellings & Business Premises

As part of the Development Application process for new rural dwellings or business premises, Council will arrange with DPTI for the allocation of the Rural Property Address number. Council will also advise the landowner in writing of the allocated Rural Property Address including information and specifications for the rural property addressing numbered plate.

The applicant will need to arrange for the purchase and installation of the sign.

Specifications for signs and installation locations are to be undertaken in accordance with the Rural Property Addressing Number Plate, TES17922 – Plate B and associated location details (refer 8.7 Rural Property Addressing Procedure).

Sign and installation details are provided on information sheets available from Council offices or from [www.light.sa.gov.au](http://www.light.sa.gov.au) and can be purchased directly from the sign manufacturers listed on the information sheet or Council's website. Council does not order or install new rural property address signs.

##### 5.3 Request for Allocation of Rural Property Addressing Sign to Previously Non-Allocated assessments

Application can be made for the allocation of a rural property address at non-residential rural assessments for business or safety purposes. Application forms are available at Council offices or may be downloaded from [www.light.sa.gov.au](http://www.light.sa.gov.au).

There is no cost to the applicant for the allocation of the number however the applicant will need to arrange for the purchase and installation of the sign in accordance with 5.2.

##### 5.4 Maintenance & Replacement of Signs

The responsibility for the replacement of signs and droppers as a result of a faded, missing, stolen, or damaged is the responsibility of the landowner, consistent with the policy for township addressing signage.

Signs shall be replaced in accordance with the information contained in 5.2.

##### 5.5 Maintenance of Vegetation

Vegetation surrounding or obscuring the signs is the responsibility of the landowner to clear and maintain. Whilst Council implements an annual slashing program for intersections and some roadside locations in rural areas, the responsibility for ensuring the signs are visible to approaching traffic still rests with the landowner.

**History**

1. Original Policy adopted at the ordinary meeting of Council held Tuesday, 22 May 2012 Minute Reference Item 9.1 Infrastructure & Regulatory Services - I&RS9.5.2/2012 at Page 2012/109.
2. Policy reviewed, Amendment No. 1, at Council meeting held 24 January 2017 Minute Reference Item 12.2.2 at Page 2017/9

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