

qathet REGIONAL DISTRICT

CIVIC ADDRESSING REGULATORY BYLAW NO. 585, 2023

**BEING A BYLAW TO REGULATE THE ADDRESSING OF BUILDINGS AND
PARCELS WITHIN THE QATHET REGIONAL DISTRICT CIVIC ADDRESSING
SERVICE AREA**

WHEREAS the Board of the qathet Regional District established a house numbering service for Electoral Areas A, B, C and D by adopting House Numbering Service Establishment Bylaw No. 350, 2001.

AND WHEREAS the Board of the qathet Regional District previously adopted Powell River Regional District House Numbering By-law No. 85, 1981 to regulate the assignment of house numbers for Electoral Areas A, B and C;

AND WHEREAS section 329 of the *Local Government Act* authorizes a regional district to pass a bylaw requiring owners or occupiers of real property to place building or structure numbers assigned by the regional district in a conspicuous place;

NOW THEREFORE, the Board of the qathet Regional District, in open meeting assembled, enacts as follows:

1. CITATION

- 1.1 This bylaw may be cited as *qathet Regional District Civic Addressing Regulatory Bylaw No. 585, 2023*.

2. APPLICATION

- 2.1 This bylaw applies to any BUILDINGS and PARCELS within the boundaries of the SERVICE AREA.

3. DEFINITIONS

BOARD means the Board of Directors of the qathet Regional District.

BUILDING means any structure within the SERVICE AREA that encloses or shelters a use.

CIVIC ADDRESS means the CIVIC NUMBER, inclusive of any UNIT NUMBERS, the street name and the location assigned to a BUILDING or PARCEL by the Manager of Technical Services or their designate.

CIVIC NUMBER means the number assigned by the REGIONAL DISTRICT to a BUILDING or PARCEL in accordance with this bylaw for the purpose of numbering BUILDINGS and PARCELS.

OWNER means the person or company who is the registered owner in the land title office, of a BUILDING or PARCEL within the SERVICE AREA, and includes an agent for the owner.

PARCEL means the smallest unit into which an area of real property is held or subdivided within the Service Area, whether that unit be a lot, block or division of land, but does not include a highway.

REGIONAL DISTRICT means the qathet Regional District.

SERVICE AREA means the boundaries of the service area established by House Numbering Service Establishment Bylaw No. 350, 2001, including all amendments thereto.

UNIT NUMBER means an alpha or numerical description used to distinguish a group of BUILDINGS or a specific part of a BUILDING with the same CIVIC NUMBER.

4. AUTHORITY

4.1 The REGIONAL DISTRICT has the sole authority to assign CIVIC ADDRESSES to all BUILDINGS and PARCELS within the SERVICE AREA.

4.2 The BOARD appoints the Manager of Technical Services or their designate to assign, change, re-assign or rescind CIVIC ADDRESSES for BUILDINGS and PARCELS within the SERVICE AREA.

4.3 A CIVIC ADDRESS is to be assigned, changed, reassigned, or rescinded in accordance with procedures, based on industry best practices, as established by the Manager of Technical Services or their designate.

5. ALTERATION OF CIVIC ADDRESSES

- 5.1 The OWNER of a PARCEL may make a request to the Manager of Technical Services for a change to their CIVIC ADDRESS.
- 5.2 Approval for a request to change an existing CIVIC ADDRESS may be given only if the request aligns with the procedures established by the Manager of Technical Services or their designate.
- 5.3 The Manager of Technical Services or their designate may, by written notice to an OWNER, assign, change, reassign, or rescind a CIVIC ADDRESS to correct errors or inaccuracies, to ensure that an adequate supply of CIVIC NUMBERS are available for existing and future development, or to improve the level of emergency response.
- 5.4 No OWNER or other person shall alter or renumber a CIVIC ADDRESS without first receiving written permission from the REGIONAL DISTRICT.

6. DISPLAY OF CIVIC ADDRESSES

- 6.1 Each OWNER of a BUILDING assigned an address shall properly and permanently affix the CIVIC NUMBER in a conspicuous place that is visible from the road at all times of day and night.
- 6.2 No OWNER or other person shall display or cause to be displayed any number other than the CIVIC NUMBER assigned by the REGIONAL DISTRICT.
- 6.3 No person shall alter, renumber, conceal, destroy or deface a CIVIC NUMBER sign without first receiving permission from the REGIONAL DISTRICT.
- 6.4 A CIVIC NUMBER shall be displayed as numbers, not text or roman numerals.
- 6.5 When there is more than one BUILDING with a CIVIC ADDRESS on a PARCEL, each OWNER of a BUILDING shall properly and permanently affix the CIVIC NUMBER or UNIT NUMBER on each BUILDING that has an assigned CIVIC ADDRESS.

6.6 Strata lot developments, manufactured home parks, mobile home parks, campgrounds, and other developments with private, unsigned internal road networks are required to permanently display a site addressing schema at a location conspicuous from the public roadway. Where there is more than one main point of access, and where the units front onto internal private road(s), the OWNER of such properties shall:

6.6.1 Affix and maintain on the front of the individual units the assigned UNIT NUMBER which should be clearly visible from the internal private road on which the unit has access; and

6.6.2 At the point of access where the internal private road(s) intersects the public street(s), the OWNER shall place a permanent CIVIC ADDRESS sign displaying the range of UNIT NUMBERS.

6.6.3 Where there are two or more internal private roads within the development, the sign(s) shall contain a map that depicts the layout of the private internal roads and BUILDINGS along with the UNIT NUMBERS contained in each BUILDING.

7. ENFORCEMENT AND PENALTIES

7.1 The Manager of Technical Services, their designate, or any officer, employee, and agent of the REGIONAL DISTRICT authorized by the BOARD is hereby authorized to:

7.1.1 Enter upon any land, BUILDING, or structure at any reasonable time in order to carry out an inspection to ascertain whether the regulations or provisions of this Bylaw are being observed; and

7.1.2 File the necessary information to lay a charge in a Court of competent jurisdiction against a person in violation of any of the regulations or provisions of this Bylaw.

7.2 Any person found guilty of violating the provisions of this bylaw is punishable in accordance with the *Offense Act* and will be subject to a minimum \$100.00 fine.

7.3 Each day during which an offence is continued shall constitute a separate offence.

8. SEVERABILITY

- 8.1 If any section, sentence, clause, definition, map or other portion contained in this Bylaw is deemed to be invalid by the decision of any Court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this bylaw.

9. REPEAL

- 9.1 Powell River Regional District House Numbering By-law No. 85, 1981, along with any amendments thereto, is hereby repealed.

READ A FIRST TIME

this 25th day of January, 2023

READ A SECOND TIME


this 25th day of January, 2023

READ A THIRD TIME

this 25th day of January, 2023

ADOPTED

this 25th day of January, 2023


Board Chair


Corporate Officer