

# Street Numbering

The City endeavours to maintain accurate address data to ensure that the requirements of Emergency Service Responders and other service providers are met.

The City's Street Numbering Policy provides a consistent and clear procedure for the street numbering of urban and rural street addresses within the City district.

The local policy is based on the standards set out in the *Australian/New Zealand Standard 'Geographic Information – Rural and Urban Addressing' (AS/NZS 4819:2011)*, and outlines the City's responsibilities.

The City's responsibilities include confirming street numbers for new subdivisions, and advising landowners, authorities and service providers of any changes to existing street numbers.

## Request a Change to or Additional Allocation of a Street Number

Requests to change a street number generally require payment of an application fee (charged as one hour of written planning advice as per Planning Services Schedule of Fees and Charges).

Requests need to be made in writing by the property owner and need to include appropriate justification. Requests based on luck, religion, 'feng shui', or the effect on property values will not be considered.

## Necessary Changes to Street Numbers

In some cases there may be a necessity for the City to change an existing street number. The City acknowledges that a change of address may inconvenience landowners and therefore changes are avoided where possible and practical.

However, in some cases a change to an existing allocated street address may be requested by the City due to unforeseen circumstances.

Changes are at all times made with foremost consideration to emergency response services locating the property in a timely manner, as well as general service providers being able to practicably locate a dwelling.

## Landowner Responsibility

All costs associated with changes to street numbering shall be met by the property owner or the developer. This includes the replacement or relocation of letterboxes, cost of new numbers and/or amendments to numbers on buildings.

The City advises the following service providers of any changes:

- Alinta
- Australia Post
- Landgate
- St John Ambulance
- Telstra
- Western Power
- Australian Electoral Commission – Canning
- Department of Fire and Emergency Services
- Western Australian Police
- Synergy
- Water Corporation

Whilst the City will advise the above list of service providers in accordance with the City's Street Numbering Local Policy 2010, the City is unable to inform other agencies, organisations or personal contacts of the change of address due to the Privacy Act 1988.

Therefore, landowners and/or developers are responsible for informing all other agencies or organisations, business contacts, family, friends and acquaintances and amendments to business and personal stationary, of changes to the street address.

It is the landowners' responsibility to ensure the correct street number is appropriately displayed within the time frame allocated by the City (generally 30 days). Failure to display the correct street number could result in the City serving a notice in accordance with the City's Street Numbering Local Law 2010. Failure to comply with a notice carries a maximum penalty of \$5000 and if the offence continues a maximum daily penalty of \$500 per day for each day the offence continues.

## Street Numbering (*Continued*)

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### Further information

For further information, refer to the Planning section of the City's website where the following information is available:

- Town Planning Scheme No. 4
- Local Planning Policies
- Information Sheets
- Schedule of Fees and Charges
- Application for Development Approval
- Development Application Checklist
- Planning Infringement Notice Information Sheet
- Planning and Development (Local Planning Schemes) Regulations 2015

Contact the City's Planning Services for further information.

*Please note the information contained within this brochure is intended as a guide only. It is recommended that advice and assistance from the City's Planning Services staff be sought prior to lodging a development application. The City of Armadale disclaims any liability for any damages sustained by a person acting on the basis of this information.*