

MOUNTAIN VIEW COUNTY

BYLAW NO. 04/24

RURAL ADDRESSING BYLAW

**Mountain View County
Province of Alberta**

Bylaw No. 04/24

A BYLAW OF MOUNTAIN VIEW COUNTY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR A RURAL ADDRESSING SYSTEM.

SECTION 1 - AUTHORITY

- 1.01 Section 58 of the Municipal Government Act Chapter M-26 Statutes of Alberta 2000, and amendments, authorizes the Council of Mountain View County to pass a Bylaw to assign a number or other means of identification to buildings or parcels of land, and require an owner or occupant of that building or parcel of land to display the identification in a certain manner.
- 1.02 This bylaw may be cited as the “Rural Addressing Bylaw”.

SECTION 2 - DEFINITIONS

- 2.01 In this Bylaw, unless the context otherwise requires:
- a. **“Council”** means the municipal Council of the County.
 - b. **“County”** means Mountain View County.
 - c. **“Development”** as defined in the Land Use Bylaw requiring Development Permit approval from the Development Authority.
 - d. **“Development Authority”** means as established by the Approving Authorities Bylaw.
 - e. **“Occupant”** means a person residing at a property, and shall include both an Owner and person renting the property.
 - f. **“Owner”** means:
 - i. in the case of land, any person who is registered under the *Land Titles Act*, R.S.A. 2000, Chapter L-4, as amended, as the owner of land, or
 - ii. in the case of property other than land, any person who is in lawful possession thereof.
 - g. **“Parcel”** means the aggregate of the one or more areas of land described in a certificate of title or described in a certificate of title by reference to a plan filed or registered in a land titles office.
 - h. **“Peace Officer”** means a Community Peace Officer as appointed under the authority of the Alberta Peace Officer Act, and any person employed by or authorized as such by Mountain View County, or the Sheriffs Branch, or a member of the Royal Canadian Mounted Police.
 - i. **“Rural Address Sign”** means a sign installed to denote the location of a specific Parcel as required by this Bylaw and installed in accordance with Schedule “B”.
 - j. **“Structure”** as defined in the Land Use Bylaw requiring Development Permit approval.

- k. **“Subdivision”** as defined in the Land Use Bylaw requiring approval from the Subdivision Authority.
- l. **“Subdivision Authority”** as established by the Approving Authorities Bylaw.
- m. **“Violation Ticket”** means a summons violation ticket issued under Part 2 or Part 3 of the *Provincial Offences Procedures Act*, R.S.A. 2000, c. P-34., as amended.

SECTION 3 - EXCEPTION

- 3.01 Oil and gas industrial sites are required to follow the addressing guidelines regulated by the Alberta Energy Regulator and are not required to erect a Rural Address Sign by the County, however, if requested, a rural address will be assigned and a Rural Address Sign must be installed in accordance with the regulations of this Bylaw.

SECTION 4 – ADDRESSING PARCELS

- 4.01 All parcels in the County that have a Development or a Structure, or as requested by the landowner, except those listed in Section 3 of this Bylaw, with a primary access onto a developed public road right-of-way will be assigned a rural address by the County in accordance with Schedule “A” of this Bylaw and such address shall be posted in accordance with Schedule “B” of this Bylaw.
- 4.02 Every person that obtains approval from:
- a. the Subdivision Authority for a Subdivision, or
 - b. the Development Authority for a Development Permit on a parcel of land in the County,
- shall be responsible for erecting a Rural Address Sign.
- 4.03 Any cost associated with the installation, maintenance and replacement of a Rural Address Sign is the responsibility of the owner, unless determined otherwise by the County.
- 4.04 When existing Subdivision Rural Address Map Signs exist, or are requested by the community, they will adhere to Schedule “B” and may be maintained or erected at the discretion of the County.
- 4.05 No residential, commercial, recreational or industrial development shall continue to use a number or other description if notified in writing by the County that such residential, commercial, recreational, or industrial development or primary access to such structure is not numbered or described in accordance with this Bylaw.
- 4.06 Written notice of any infraction of the Bylaw may be to the owner or occupant. Such infraction shall be corrected within thirty (30) days of the date of notice.

SECTION 5 – OFFENCES

- 5.01 No person shall:
- a. fail to post a Rural Address Sign, as required and described in this Bylaw; or

- b. deface or remove a Rural Address Sign placed by reason of this Bylaw from any location within the County; or
 - c. obstruct any Rural Address Signs placed by reason of this Bylaw by any natural or man-made object whether temporarily or not.
- 5.02 Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable to a penalty. The specified penalty payable in respect of a contravention of a provision of this Bylaw is the amount shown in Schedule “C” of this bylaw in respect of that provision.
- 5.03 When a Peace Officer believes that a person has contravened any provision of this Bylaw, they may serve upon such person a Violation Ticket in accordance with Part 2 of the Provincial Offences Procedure Act, R.S.A. 2000 c. P-34.

SECTION 6 – ENFORCEMENT

- 6.01 A Peace Officer for the purposes of this Bylaw may:
- a. issue a Violation Ticket to any person who contravenes any section(s) of this Bylaw; or
 - b. carry out an inspection or enforcement activity in accordance with Section 542 of the *Municipal Government Act*.
- 6.02 Where the County has issued a Violation Ticket to a person for a contravention for this Bylaw, notwithstanding whether or not the fine imposed against the person on that Violation Tag or Ticket is paid, the County may also provide that Person with fourteen (14) days within which to comply with the Bylaw. Where a person fails to comply within fourteen (14) days, the County may issue an additional Violation Ticket. Subsequent contravention(s) shall be as shown in accordance with Schedule “C”.
- 6.03 Where any person contravenes the same section of this Bylaw twice within one TWELVE (12) month period, the specified penalty payable in respect of the second contravention shall double in the amount as shown in accordance with Schedule “C”.
- 6.04 Where any person contravenes the same section of this Bylaw three or more times within one TWELVE (12) month period, the specified penalty payable in respect of the third or subsequent contravention shall be triple the amount as shown in accordance with Schedule “C”.

SECTION 7 - REPEAL OF BYLAW

- 7.01 Bylaw No. 12/20 is hereby repealed.

SECTION 8 - EFFECTIVE DATE

8.01 This Bylaw shall come into effect at such time as it has received third (3rd) reading and has been signed in accordance with the *Municipal Government Act*.

Read the first time this 31st day of January, 2024.

Read the second time this 14th day of February, 2024.

Read the third time this 14th day of February, 2024.



Reeve



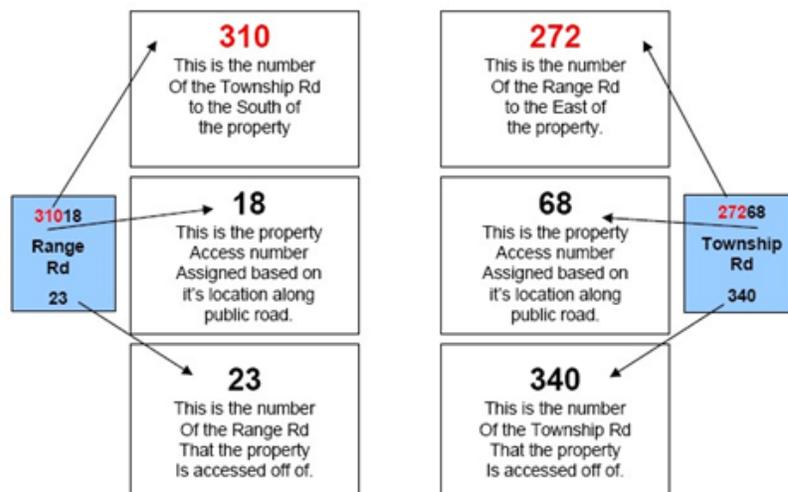
Chief Administrative Officer

February 16, 2024

Date of Signing

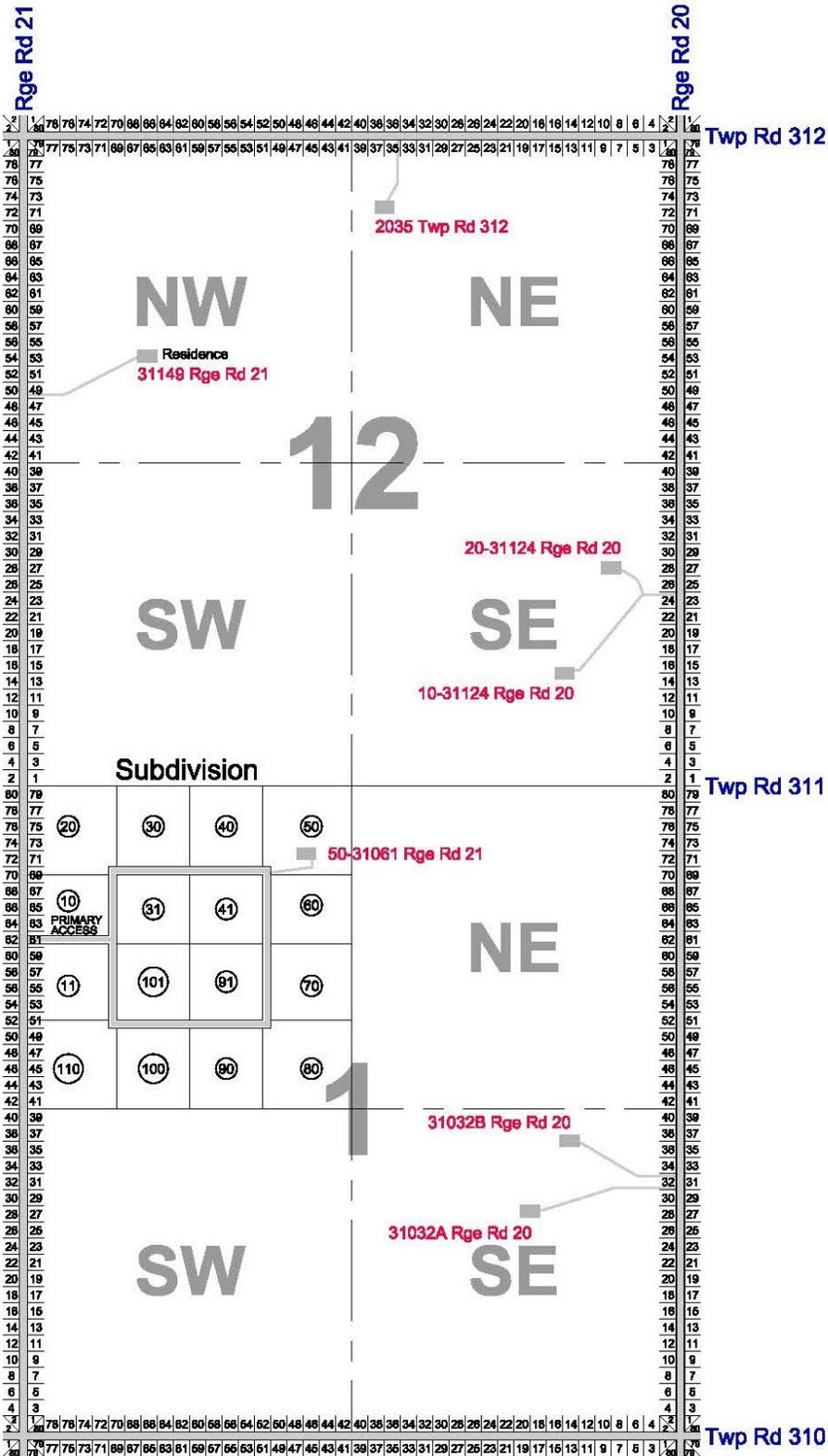
SCHEDULE "A"
ADDRESSING METHODOLOGY

1. The following methodology shall be used by the County to determine the rural address of a parcel of land and is illustrated in Figure 1.
 - 1.1 Basic grid is derived from the township and range roads.
 - 1.2 The grid is based on a 40 meter interval, starting in the far southeast section corner (See Figure 1). Note that for the purposes of addressing, virtual township roads exist between all sections whether an actual road allowance exists or not. This is referred to as the blind line. If the whole section length is more than 1600 m then the grid will be 81 intervals or more.
 - 1.3 Reset interval to zero at each section line.
 - 1.4 A 40 meter grid starts over at the quarter line but the address interval continues until the section line.
 - 1.5 Any remaining portions of the section less than 3 meters in width will be included in the preceding interval.
 - 1.6 Any remaining portions of the section greater than 3 meters will create an additional interval.
 - 1.7 The particular address of a parcel is determined by the location of the access road (driveway) as it intersects the grid line.
 - 1.8 Interval numbers increase in the north and west direction.
 - 1.9 Odd interval numbers are on the south and the east.
 - 1.10 Even interval numbers are on the north and the west.
 - 1.11 The left two or three digits are allocated for the township or range reference road.
 - 1.12 The right two digits represent the interval number.



- 1.13 Once an address is assigned changing the existing address is avoided except where absolutely necessary.
- 1.14 Multiple residences off of one approach will have a prefix before the address numbered clockwise using an increment of 10. When a house is added on to an approach with an existing house, the existing house address will not change and will not have a prefix. Addressing will follow 10, 20, 30 and 40 for additional residences in a clockwise manner.
- 1.15 For multiple residences off of two approaches within the same 40m increment, the first building off of the access will be labeled with an "A" designation, the second a "B" designation and so forth, moving from the township/range road inward along the access road. Changing an existing address will be avoided and any additional addresses will be added starting with an A designation.
- 1.16 For residences with more than one access point, the access that appears to be the primary will be selected. If there is no clear primary access, the first access moving in a clockwise direction starting at the east boundary of the section will be selected.
- 1.17 Subdivisions have prefixes that reflect which side of the access road the house is on. Residents on the north side have even-numbers. Residents on the south side have odd-numbers. Numbers are assigned in increments of 4.
- 1.18 Some subdivisions have branching roads. The prefix for the first section of the subdivision are in the "10's" and the second section is in the "100's" and so forth.
- 1.19 Campgrounds will have a minimum of one rural address with the address point for the office building.

FIGURE 1



SCHEDULE "B"
RURAL ADDRESS SIGNAGE INSTALLATION REGULATIONS

1. Rural Address Signs
 - 1.1 The rural address shall be assigned by the County as per Schedule 'A'.
 - 1.2 Rural Address Signs must be placed in an obvious location next to the driveway at the property line and be clearly visible from public road (from either direction), not obstructed by trees, buildings, etc. and be firmly attached to a post, fence or other permanent fixture.
 - 1.3. Signs should be a minimum of 1 meter and no higher than 2.5 meters above natural ground level on the right hand side of the driveway, entering the property and far enough from the shoulder to allow snow removal.
 - 1.4 Each address letter or number and road section of the address on a Rural Address Sign shall be a minimum height of three (3) inches and shall be on a reflective panel. The reflective panel shall be blue and the address letters or numbers shall be in a reflective contrasting white as identified in Figure 2
 - 1.5 Multiple Residences off one approach should include signage to identify their individual assigned address prefix for emergency services.
2. Subdivision Rural Address Map Signs
 - 2.1 The Subdivision Rural Address Map Sign shall be a reflective sign meeting the requirements of Schedule "A" and "B" of this Bylaw. The reflective panel shall be blue and the address letters or numbers shall be white .
 - 2.2 The Subdivision Rural Address Map Sign shall list the subdivision's full rural address on the first part of the sign, the County's name and logo and a map of the subdivision indicating lot numbers, road names and the name of the subdivision, if applicable.

Figure 2: Rural Address Sign Example



SCHEDULE "C"

A person issued a Violation Ticket pursuant the this Bylaw shall be subject to the following fines:

Section	Description	Specified Penalty
5.01(a)	Fail to Post Rural Sign as Prescribed	\$200.00
5.01(b)	Deface/Remove Rural Sign	\$150.00
5.01(c)	Obstruct Rural Sign	\$100.00