

PP.SNA.1903



Tsuut'ina Nation Street Naming and Addressing Policies and Procedures

Mission Statement

The purpose of this policy is to outline the methodology and guideline for naming and numbering addresses for the proposed



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Table of Contents

Table of Contents

1 Introduction 4

2 Street Naming Principles 5

 Basic Concepts 5

3 Numbering Principles 6

 Basic Concepts 6

4 Assigning Numbers..... 7

Appendix..... 10

 A. Street Type Classification..... 11

5 Chief and Council Signatory Page 12

1 Introduction

- 1.1. Assigning numbers to each property and/or occupancy within the Taza development area provides locational identification for a variety of services such as:
 - (a) Emergency services;
 - (b) Utility accounts;
 - (c) Tax accounts;
 - (d) Land use permitting and licensing functions;
 - (e) Canada Post;
 - (f) Other private sector functions.
- 1.2. The efficiency of a property location system depends upon a consistent and logical property numbering process.
- 1.3. The Taza Development Authority shall be responsible for the creation of all new civic addresses within the Taza development area.

2 Street Naming Principles

Basic Concepts

- 2.1. The Taza Development Authority will maintain a “Proposed Street Name List” for the Taza Development Area.
- 2.2. Street names should be chosen that provide a cultural aspect of the Nation.
- 2.3. Street names are typically comprised of the “Street Name” and “Street Type” such as Weaselhead Road.
- 2.4. Names are to be avoided that are:
 - (a) A duplicate of an existing road within the Taza Development Area, Tsuut’ina Nation or in close proximity to nearby communities;
 - (b) Tsuut’ina Nation family names;
 - (c) Similar sounding names;
 - (d) Names that could be construed as advertising a particular business.
- 2.5. Once the roadway name is chosen, the Taza Development Authority will be responsible for ensuring the appropriate street type is applied, refer to Appendix A.

3 Numbering Principles

Basic Concepts

- 3.1. A civic address shall be assigned to each titled parcel of land within the Taza development area. Addresses assigned to titled land (parcels) will be known as a "civic address". For situations where a development consists of multiple residential, commercial or industrial buildings located on one parcel of land, addresses assigned to each bay or unit will be known as a "unit address".
- 3.2. Numbers assigned to parcels along a roadway should be consecutive, beginning at a logical starting point. In residential subdivisions, the parcel addresses should increase in increments of 4. Commercial or industrial subdivisions, where lot frontages are larger, parcel addresses may increase in larger increments where practical.
- 3.3. In the grid system and curvilinear system, parcels on the south or west side of roadways should typically be assigned even numbers and parcels on the north or east side of roadways should typically be assigned odd numbers (south/west/even principle). Even and odd numbering should not switch sides of the roadway because the road curves. Addresses assigned to parcels across the roadway from each other should pair off as close as possible, i.e. #39 should be across the street from #40.

4 Assigning Numbers

Introduction

- 4.1. This policy is intended to provide guidance in assigning civic addresses for a variety of street patterns within a curvilinear subdivision design, as well as a modified grid design along with multi-family and commercial developments.

Corner Lots

- 4.2. Numbers should be assigned to corner lots assuming the development will face the shortest frontage of the lot. Should the lot be developed with the building facing the longer frontage of the lot, an alternate number can be assigned. If a development appears to have principle entrances facing both frontages, consideration should be given to the roadway which is most prominent.

Crescents

- 4.3. Subdivision designs in this category generally have more parcels on one side of the crescent than the other. Consecutive numbers should be assigned, either even or odd, to the side of the street having the greater number of parcels first. An attempt should be made to adhere to the south/west/even principle at the entry point. Assign numbers to the other side of the road giving attention to the "pairing" of numbers on opposite sides the roadway. Even/odd numbering should not cross the roadway to maintain the south/west/even principle.

P-Loops

- 4.4. P-loops differ from crescents in that they use the same roadway to enter and exit the subdivision. Assigning numbers to this subdivision form should follow the same procedure used for crescents.

Cul-de-sacs

- 4.5. In cases where the lots in the access roadway continue into the cul-de-sac, the numbering should continue through the cul-de-sac using the access road name.

Cul-de-sacs, with varying number of parcels, and having a unique street name, should be numbered adhering to the south/west/even principle whenever possible, switching from even to odd at the center of the cul-de-sac bulb.

Four Unit Dwellings

- 4.6. When one four-plex structure is located on a parcel, the units within the structure will receive a unit number that will be combined with the "parcel address" to form a "unit address" for each of the 4 units. Assign unit numbers to a four-plex with consideration to the grouping of the entrance door locations.
- 4.7. When more than one four-plex structure is located on a parcel, follow the recommended approaches as outlined in Section 4.9 Multiple Building Residential Developments.

Street Oriented Townhouse Development

- 4.8. Street oriented townhouse development is typically comprised of 4 or more side by side units, each on its own parcel. In this situation, each unit will use its "parcel address".
- 4.9. In cases where the building sits on one lot, the building will use the "parcel address" and each unit within that building assigned a "unit".

Apartment Buildings

- 4.10. Units within a multi-story apartment building situated on a parcel are numbered by combining the floor number and unit number with the "parcel address". A typical "unit address" for a unit on the fifth floor of an apartment building may be 510, 21 Berkeley Place West.

For addressing more than one apartment building on a single parcel, follow the recommended approach as outlined in Section 4.9 Multiple Building Residential Developments to number the buildings. Then assign unit numbers within the buildings as previously indicated.

Multiple Building Residential Developments

- 4.11. Assigning addresses to multi-family residential developments consisting of more than one structure on a parcel can be achieved through the following method. Assign each structure on the parcel an alias address other than the original parcel address. The units within each structure of the development are then assigned a unit number, when combined with the "alias structure address", will form the "alias address" for the unit. For example, the parcel address may be 2300 Bullhead Road, the first building would be assigned 2310 Bullhead Road, and the second building would be assigned 2320 Bullhead Road and so forth. Combined with the unit number, the unit address would be 401, 2310 Bullhead Road.

Commercial Developments

- 4.12. Commercial developments with a single structure on the parcel may or may not have multiple rental bays within the structure. In cases where there is one occupant/business in the structure, the "parcel address" will be in place before development commences. The occupant/business would use the assigned "parcel address".
- 4.13. Commercial developments of the "Big Box" variety involve multiple structures developed on a parcel, some with multiple rental bays. In most cases, the parcel will have a "parcel address" assigned to it at the subdivision stage. As the parcel is developed, assign a "unit address" to each structure, with the "parcel address". If there are multiple bays within each structure, begin with bay "101" and maintain a factor of 4 between bays. Building one would be assigned the "100" series, building two would be assigned the "200" series and so forth.

Mixed-Use Developments

- 4.14. In cases where there are mixed use residential and commercial within a single structure on a parcel, each resident/business will require an individual "unit address" to receive mail. A unit number should be assigned in combination with the "parcel address". For multi-storey structures, begin with bay "101" for main floor bays which are typically commercial entities, maintain a factor of 4 between bays. For the second residential floor, begin with unit "201" and number in sequential order for the floor. The third floor would begin with unit "301" and so forth.

Condominium Conversions (Buildings)

- 4.15. In cases where an existing multiple unit residential/commercial/industrial structure is converted to condominium ownership, try to maintain the existing address configuration.
- 4.16. If the structure is not occupied when the condominium conversion application is made, an "alias addresses" may be created by combining the "unit number" on the Condominium Plan, with the "parcel address". This method may work when there is just one structure on the parcel.
- 4.17. When two or more structures are undergoing condominium conversion on a parcel, use the most appropriate method described in Section 4.9 Multiple Building Residential Developments or Section 4.10 Commercial Developments to assign numbers to the development.

Infrastructure

- 4.18. In the cases where a utility, structure or street furniture is in the road right of way and needs to be addressed for permit and/or locational purposes; an "alias address" will be created from the nearest adjacent "parcel address". In this case depending where the structure is the "alias address" will have the nearest available street address before, between or after the "parcel address(es)". Examples of this would be for a public wash room, sanitary lift station, bus shelter, irrigation controller, electric meter or a water meter.

PP.SNA.1903



Appendix

A. Street Type Classification

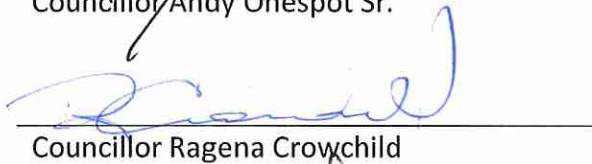
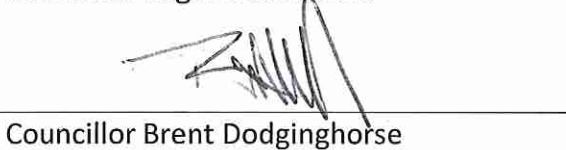
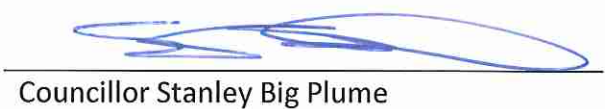
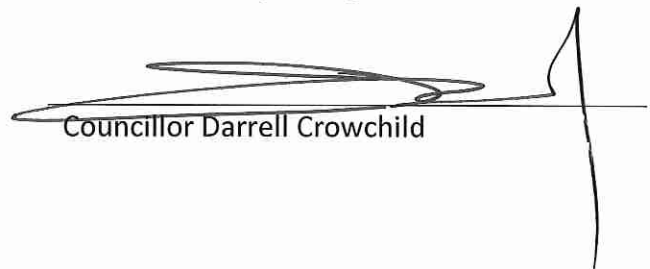
Street Type Classification		Characteristics
1	Street	A paved thoroughfare with or without sidewalks and buildings along one or both sides, generally north to south direction
2	Road	A way made for travelling between places, by automobile, horseback etc. or a highway
3	Avenue	A paved thoroughfare with or without sidewalks and buildings along one or both sides, generally west to east direction
4	Crescent	Curved, like a crescent moon
5	Circle	Curved line where all points are equal from the centre point (access often by 'gate')
6	Way	Specific direction i.e. one-way
7	Boulevard	Broad roadway, often lined with grass and gardens, may have a landscaped median with grass and trees
8	Square	An area bounded on all four sides by buildings
9	Court	A short street, often closed at one end
10	Lane	A narrow road or street, often single lane of traffic
11	Drive	Generally, a principle roadway, with or without sidewalks, often lined with grass and gardens, may have a landscaped median with grass and trees
12	Terrace	Usually used to name the street in front of row houses which are called terraces
13	Parkway	A broad roadway, bordered or divided with plantings of trees, shrubs, and grass
14	Place	A square or court in a city, a short usually narrow street
15	Gate	A road or path, or entrance road
16	Heights	A road generally used for residential areas, typically a secondary road connected to larger roadway classification
17	Loop	Road with a sharp curve that almost comes back to itself
18	Quay	Pronounced key, a wharf, but also the road that joins a number of wharves together
19	Key	A place located to give access to or control of an area

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5 Chief and Council Signatory Page

THIS POLICIES AND PROCEDURES IS HEREBY made at this duly convened meeting of the Chief and Council of the Tsuut'ina Nation this **14th day of March, 2019** by Nation Council Resolution.

Voting in favour of the Street Naming and Addressing Name Policies and Procedures, as evidenced by signatures, are the following members of the Chief and Council:


Chief Lee Crowchild
Councillor Leon Littlelight
Councillor Andy Onespot Sr.
Councillor Ragen Crowchild
Councillor Brent Dodginghorse
Councillor LeeRoy Meguinis
Councillor Lyle Dodginghorse
Councillor Stanley Big Plume
Councillor Darryl Whitney
Councillor Kelsey Big Plume
Councillor Vincent Crowchild
Councillor Ellery Starlight
Councillor Darrell Crowchild