

MUNICIPAL ADDRESSING UPDATE

Integration of Municipal Addressing data into the Telus 911 system is nearing completion.

For 911 calls, we encourage residents to keep both your Legal Land Description and Municipal Address in a handy location until the primary address sign is in your driveway.

County crews will be installing the first batch of the Municipal Address signs in the spring of '09. Signs will be installed one township at a time beginning in the Northeast corner (TWP 13-19) of the County ending in the Southwest corner (TWP 7-21).

In locations where a house number is not visible from the intersecting driveway, a unit sign identifying the house number is recommended. In locations where a unit sign is not installed, residents will be responsible for posting the correct house number on their house.

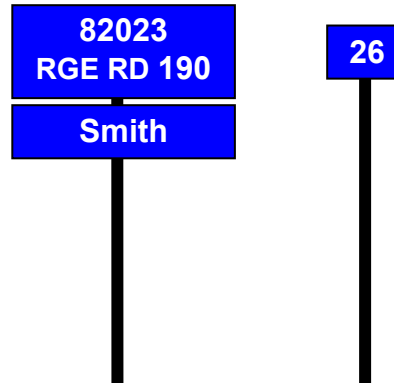
Installation of Municipal Addressing signs is a two year project, anticipated to be completed in 2010.

The commercial and industrial signage component of Municipal Addressing is being considered for 2010.

SIGN STANDARDS

Signs will be constructed with a heavy gauge aluminum reflective plate with blue background and white lettering. The signs dimension will be 60cmx30cm for the primary sign and 60cmx15cm for the nameplate sign. Samples of the primary address and name plate signs are available at the County office.

ILLUSTRATIONS OF A PRIMARY ADDRESS SIGN WITH A NAME PLATE SIGN AND A UNIT SIGN



For more detailed information, please visit our website at <http://www.county.lethbridge.ab.ca> and click for Municipal Addressing under quick links.

Contact Information

County Administration Office
#100, 905-4th Avenue South
Lethbridge T1J 4E4
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Email: mailbox@county.lethbridge.ab.ca



COUNTY OF LETHBRIDGE

Municipal Addressing
Bylaw No. 1315 -
Providing for the
Regulation of Municipal
Addresses

MUNICIPAL ADDRESSING UPDATE

SIGN STANDARDS

NEW DEVELOPMENT APPLICATION PROCEDURE FOR MUNICIPAL ADDRESSING

APPLICATION FORM

IMPORTANT REMINDER

PLEASE ORDER YOUR NAME PLATE SIGN BEFORE APRIL 3, 2009. THIS WILL ENSURE WE CAN HAVE IT INSTALLED AT THE SAME TIME WHEN WE INSTALL YOUR PRIMARY ADDRESS SIGN.

NEW DEVELOPMENT APPLICATION PROCEDURE FOR MUNICIPAL ADDRESSING

All new residential developments after January 1, 2009 are required to submit an application for a Municipal Address and sign. This application is a requirement for processing a residential development permit application.

The applicant is responsible for ensuring that all appropriate sections of the Municipal Address and sign application form are completed. County Personnel will review your application and may return it if it is incomplete. County Administration reserves the right to request additional information, if deemed necessary.

With the exception of new development applications, allow for a minimum of 14 working days for processing the application. For new development, we will be able to assign a Municipal Address once the development permit has been issued.

As per Bylaw 1315 section 8.1, the County will provide for the materials and installation costs of all signs for all residential homes existing within the County of Lethbridge up to Dec. 31/08. All residential homes existing from Jan. 1/09 and beyond will be charged for materials & installation of their Municipal Address sign as per the Schedule of Fees Bylaw.

APPLICATION FORM

- CREATE NEW MUNICIPAL ADDRESS - \$ 100.00 plus GST
- CREATE ADDITIONAL ADDRESS(s) ON EXISTING PROPERTY - \$100.00 plus GST
- CREATE NEW or ADDITIONAL UNIT(s) IN AN EXISTING BUILDING - \$100.00 plus GST
- LAST NAME SIGN/NAME PLATE (OPTIONAL) - \$25.00 plus GST

1. **APPLICANT:** _____

Registered Owner's Name (If not the Applicant) _____

Applicant's Interest If Not The Registered Owner: Tenant Other: Please Specify _____

Address: _____ Postal Code: _____ Telephone: _____ Fax: _____

2. **PROPERTY DESCRIPTION:** Property Roll Number(if available) _____

Legal Description: _____ Lot/Block/Plan #: _____

3. **CURRENT MUNICIPAL ADDRESS (s)** _____

Submission of a Floor Plan for an Existing Building is Required for New Unit Numbers ATTACHED

4. **NAME PLATE INFORMATION (OPTIONAL):** _____

NAME PLATE SIGN (LAST NAME ONLY)

FOR OFFICE USE ONLY

Fee Paid: \$ _____ Receipt No.: _____ Date: _____

Assigned address(s)Unit(s): _____

