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Precis: Locality-House Numbers

Responsible Officer: Policy Coordinator

Document:

TITLE:	Urban House Numbering
AUTHORITY:	Council
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REPORT NO:	TC 18/1983
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POLICY NO:	H30.1
POSITION RESPONSIBLE:	
RELEVANT LEGISLATION:	
PREVIOUS POLICY NO:	
DATE LAST REVIEWED:	5 March 2003 - DC&RS 26/203 - 781

OBJECTIVE

To determine how urban addressing is to be numbered.

POLICY

1. House numbers be a minimum of 10 cm in height.
2. Where possible, numbers to be placed in a conspicuous place on the building, preferably near the front door, or if this is not possible or clearly visible from the street, on the front gate or letterbox.
3. Where houses, buildings or blocks are to be numbered, they be numbered in accordance with the following:
 - Except in the case of a cul-de-sac, odd numbers be used on left hand side of street, even numbers

on the right hand side.

- Houses, etc on corner lots to be numbered in the street to which they are rated.
- Where subdivision takes place and duplication of numbers occurs, “A” and “B” numbers be used.
- In the case of a cul-de-sac, houses, etc to be numbered consecutively.

Note: Drawings attached on file 134/905.

2 August 1995 (DW&S 35/1995 - 1656)

That Council’s policy for the installation of house numbering to kerbs be as follows:

Council may approve private contractors, service clubs and charity organisations to install house numbering on kerbs throughout the Council’s area subject to the following conditions:

1. The numbering shall be black lettering 80 mm high with a stroke width of 11 mm painted on a white reflectorised background 110 mm high. The width of the white background shall be 80 mm for one (1) digit, 145 mm for two (2) digits, and 210 mm for three (3) digits in the house number. The form and dimensions of the numerals shall be in accordance with Series “C” of Australian Standard AS1744 - “Standard Alphabets for Road Signs”. A 15 mm spacing shall be provided between numerals.
2. The number is to be fixed to the face of the kerb and be located as close as is practical to the vehicle invert crossing.
3. This policy only applies to locations where continuous concrete kerbing exists. In other areas where kerbing is constructed of sandstone or other segmental materials, approval must be obtained from Council’s Director Strategic & Community Services, such that the heritage significance of the area can be assessed.
4. The contractor is to inform the property owner that it is the responsibility of the property owner to confirm the correct house number with Council prior to installation.
5. The contractor is to inform the property owner that Council is not responsible for rectifying any defects with the numbering, the ongoing maintenance of the house numbering installed, or the necessary alteration of the number should house numbers in the subject street be altered for any reason.

Contractors, service clubs and charity organisations approved to install house numbers on kerbs are to comply with Council’s standard traffic safety requirements for undertaking work in the road reservation.