



TOWN OF MINTO

DATE: October 17, 2017

REPORT TO: Mayor and Council

FROM: Cam Forbes, By-law Enforcement Officer

SUBJECT: Building Numbering By-law

STRATEGIC PLAN:

Protect the health and safety of the community and citizens, business and the environment, by supporting a quality Volunteer Fire Department, emergency preparedness, and access to health care, prevention and wellness opportunities.

6.3 Support the Fire Department's mission to service the community with high standards of emergency response and fire prevention programs to ensure a safe environment for residents and to protect local business and property.

BACKGROUND:

A proposed by-law requiring display of a municipal address was created at the request of different emergency services to help enhance response times. It requires each building to have a visible address and apartments within a building to be identified by a number or letter. There are standards for the size of exterior and interior identifiers

- Numbers shall be no smaller than 10cm (4in)
- Must be kept unobstructed and visible
- Must be in numerical form, not written
- Buildings with more than one unit shall display the address and display a number or a letter on each unit
- Apartment buildings shall display one address and display a number or letter on each apartment unit
- Buildings that are more than 30m (100ft) from the road is visually obscured from the highway will be required to display the address on a post at the front of the property by the driveway leading to the structure

This by-law would require that all properties within the Town of Minto that contain a residence, place of business or permanent structure, shall display an address. This will include all facilities (pools, community centres, pumping stations, hydro stations, parks, etc.) for private or public use will also be required to display an address. Standard 911 signs on rural properties meet the standard and the bylaw will require maintenance by landowners.

COMMENTS:

Most often emergency responders find a property easily but in some cases poor or inadequately addressed buildings can be missed. Standardized address numbers make

sure first responders get to those in need as quickly as possible. Delays of a few minutes are to be avoided wherever possible. It is common for municipalities to have standards in place for the reasons stated. Upon passing the by-law staff will work with landowners to make sure proper addresses are in place. Standards will be provided on Minto Fire and Town websites.

FINANCIAL CONSIDERATIONS:

There should be no cost associated with this by-law. Any cost for enforcement will be assigned to the property owner through municipal taxes

RECOMMENDATION:

That Council receives the By-law Enforcement Officer's October 17, 2017 report regarding the Building Numbering By-law, and considers the By-Law in open session.

Cam Forbes
By-Law Enforcement Officer