



Staff Report

Date: November 15, 2019

To: D. Fish, Chief Administrative Officer

From: M. Williams, Planning Consultant

Subject: Civic Addressing - Sandspit

Recommendations:

THAT staff prepare a new bylaw for Skeena-Queen Charlotte Regional District Settlement of Sandspit House Numbering Bylaw No. 323, 1997 with the following information:

- A. Descriptive approach for issuing civic addresses;**
- B. Language to encourage properties to post addresses that are visible from roadway;**

AND THAT staff prepare a database and process to be used in conjunction with replacement bylaw for issuing civic addresses.

BACKGROUND

NCRD Board directed staff to review civic address bylaws for Rural Graham Island and Sandspit (Bylaw 400 and 323, respectively). In August 2019, NCRD Planning Consultant went to Haida Gwaii to ground-truth existing civic addressing Schedules (maps) of bylaws and propose amendments. The intent of this report is to provide a summary of findings for Sandspit (Bylaw 323) and outline options moving forward.

Bylaw 323

The current bylaw is driven by civic addresses shown on Schedule A of Bylaw 323. By having Schedule A attached to the bylaw, any new civic addresses assigned in Sandspit requires a bylaw amendment. Principles followed include:

1. Odd house numbers are located on north and east side of streets
2. Even house numbers are located on south and west side of streets
3. House numbers increase from north to south and from east to west
4. New house numbers are assigned from using 30m frontage

FINDINGS

There are a number of properties that have posted addresses aligned with Schedule A. However, most properties do not have posted addresses, which created challenges when ground-truthing the system. There are also inconsistencies in the addressing; this is likely from the numbering system being made following development and not being re-issued with bylaw updates.

Key notes:

- Some properties have access off both Park and School Road which make it complicated to understand where main accesses are. Dual accesses are not permitted and are an enforcement issue.
- Original maps did not use cadastral data (legal lot lines). In some instances, Bylaw 323 shows more lots than cadastral data. These skew results of ground-truthing.

RECOMMENDATION

Following review of other regional district civic addressing practices, staff have determined that each area has a unique approach. There is no clear best practice for rural civic addressing. After reviewing Sandspit and the application of various models, it is recommended that a replacement bylaw be drafted using current numbering system as the foundation.

Amendment bylaw would be text driven and establish a systematic approach to issuing addresses. Schedule A should be omitted from Bylaw. By not attaching the schedule, it gives the NCRD more discretion to issue addresses as needed, without bylaw amendments. A separate database would be maintained by staff and used as a record.

Rationale:

The current numbering system seems to work well for Sandspit. It follows a logical order and most houses were easily found during the trip. Consultant can work to refine the existing system. This will result in less disturbance to the community; however, some lots will need a new civic address.

ALTERNATIVES

No Change

Keep the numbering system as presented in Bylaw 323 Schedule A.

Challenge: bylaw amendment is required for issuance of future civic addresses.

New system

The Board could adopt a new system of civic addresses. Traditional systems may begin at 1 or 100 rather than 300 – 500 range. A system could be developed where the measuring point begins at 100 and extends from each road. A traditional system may be easier for visitors to follow; however, it also creates more work upfront with residents, businesses, and external agencies (Canada Post, BC Assessment, utility companies etc.).

Displaying Addresses

Report recommendation includes using soft language to encourage posting of civic addresses that are visible from roadway. NCRD may choose to require addressing as part of this bylaw.

Considerations:

- Education and awareness campaign
- Enforceability and staff resources

SUMMARY

It is recommended that Bylaw 323 be replaced with a bylaw that allows the Board and staff more discretion in issuing civic addresses. This can be done by refining the existing language and omitting Schedule A.

Next Steps:

The Board may choose to amend or change recommendation as presented in this report. Once final direction is received, staff will prepare amendment Bylaw for December meeting.