

Town of Portugal Cove-St. Philip's

Civic Number Signage Regulations, 2017

Pursuant to and by virtue of the powers conferred by Sections 171 and 414 (rr) of the *Municipalities Act, 1999* SNL 1999, c. M-24 as amended, the Town Council of the Town of Portugal Cove-St. Philip's enacts the following Civic Number Signage Regulations.

1.0 TITLE

These Regulations may be cited as the "*Town of Portugal Cove-St. Philip's Civic Number Signage Regulations, 2017*".

2.0 PURPOSE

These Regulations are enacted to require and guide the installation of civic number signage on developed lots for consistency and effective use by emergency services when locating a principle building during an emergency situation.

3.0 INTERPRETATION

In these Regulations,

- 3.1 "**Act**" shall mean the *Municipalities Act, 1999*, SNL 1999, c. M-24, as amended.
- 3.2 "**Civic Number**" shall mean the number(s) assigned to a lot by Council as per the Town of Portugal Cove-St. Philip's *Civic Numbering Policy*.
- 3.3 "**Civic Number Sign**" shall mean a word, letter, model, placard, board, device, or representation, employed wholly for the purpose of displaying the civic number and other text permitted by these Regulations.
- 3.4 "**Council**" shall mean the duly elected Council of the Town of Portugal Cove-St. Philip's.
- 3.5 "**Driveway**" shall mean a vehicular passageway connected to a public or private thoroughfare, and providing ingress and egress from a lot.
- 3.6 "**Lot**" shall mean any plot, tract, or parcel of land which can be considered as a unit of land for a particular use or building.
- 3.7 "**Principle Building**" shall mean a building or structure containing the principle permitted use on a lot, where all portions of such building or structure share a common foundation, well, and roof structure (eg. dwelling).

- 3.8 **“Town”** shall mean the Town of Portugal Cove-St. Philip’s as incorporated under the Act.

4.0 APPLICATION OF REGULATIONS

These Regulations shall apply to all principle buildings located within the Town’s municipal boundary.

5.0 REGULATIONS

- 5.1 All principle buildings within the Town shall be identified with a civic number sign conforming to the requirements of these Regulations.
- 5.2 The civic number sign shall have the following specifications:
- 5.2.1 The civic number shall be in Arabic numerals only (0, 1, 2, 3...).
 - 5.2.2 The font chosen shall allow the numerals to be easily read and differentiated.
 - 5.2.3 The minimum height of numerals shall not be less than 100 mm (4 inches).
 - 5.2.4 The color of each numeral shall contrast with the color of the sign background or the surface to which it is attached.
 - 5.2.5 The civic number sign must be effectively illuminated between dusk and dawn. Effective illumination may be achieved through one of the following methods:
 - 5.2.5.1 Photosensitive automatic self-illumination.
 - 5.2.5.2 Reflective sign material.
 - 5.2.5.3 Proximity to a permanently fixed photosensitive exterior light source producing a minimum of 10 lux at the sign.
 - 5.2.6 The civic number sign shall not include any other text except for the street name, building name, or family name. The numerals of the civic number shall be at least 25% larger than the other text. A civic number sign placed in accordance with Regulation 5.3.3 shall only include the civic number.
- 5.3 The civic number sign shall be located as follows:
- 5.3.1 The civic number sign shall be installed on the principle building within 600 mm (2 ft) of either side of a doorway and 300 mm (1 ft) above a doorway used to access the principle building and facing the road (including overhead doors). The

preferred location is to the right of the primary building entrance, while facing the building, at a height of 1800 mm (6ft) above the door sill (see Figure 1).

5.3.2 The bottom of the numerals must be a minimum 1200 mm (4 ft) above the ground and able to be seen during winter conditions.

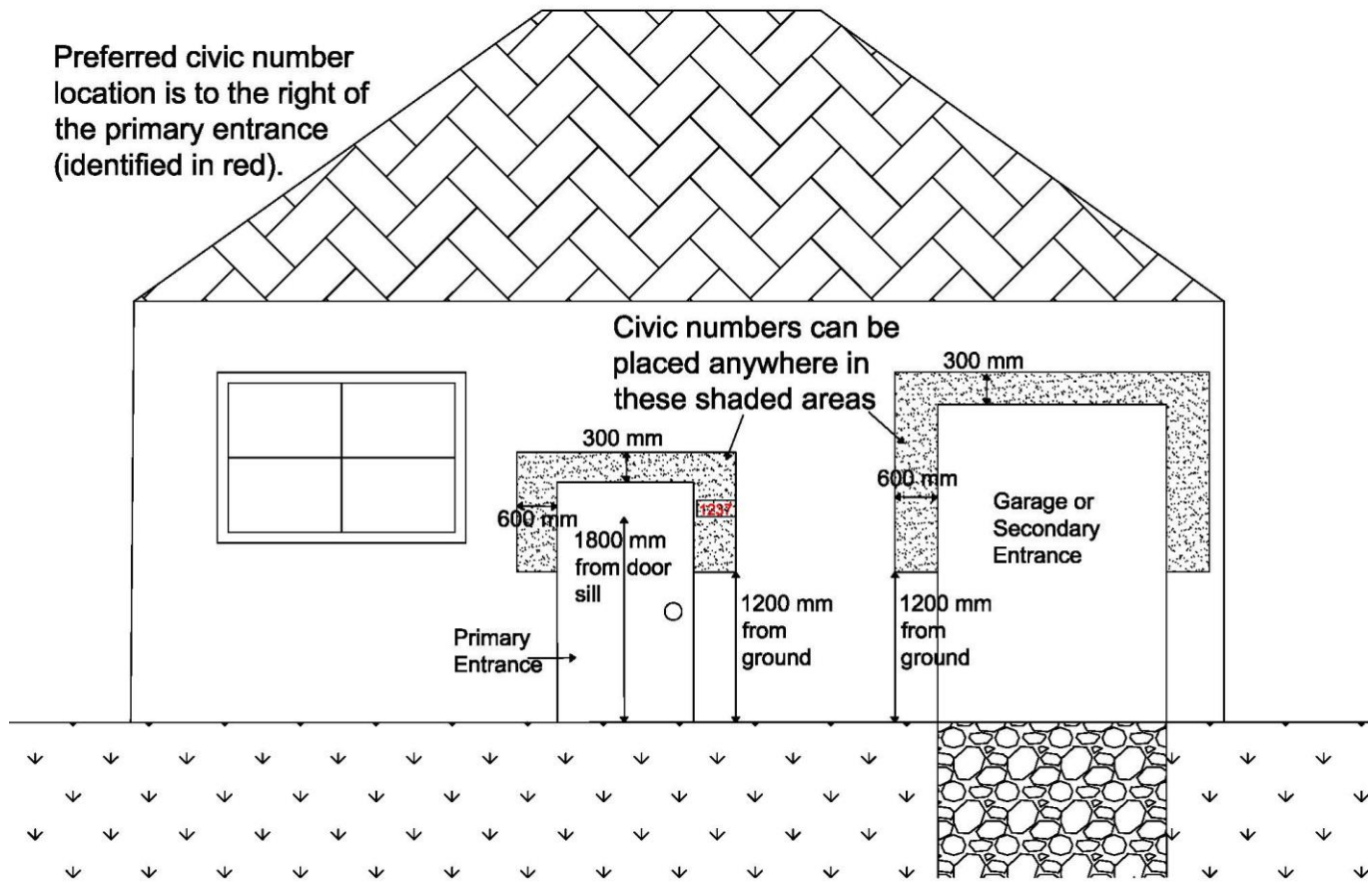


Figure 1 – Civic Number Presentation (Primary Building)

5.3.3 Notwithstanding Regulation 5.3.1, a second civic number sign must be placed at the driveway entrance when the civic number sign on the principle building is greater than 15 m (49 ft) from the driveway entrance (see Figure 2 – Option C) or is not visible (clear line of sight) from the centre of the driveway entrance (see Figure 2 – Option B). The location of the second sign at the driveway entrance shall be as follows:

5.3.3.1 Outside of the roadway, road shoulder, and any walkway.

5.3.3.2 Set back no more than 600 mm (2 ft) from the front boundary of the property. While complying with 5.3.3.1, it is preferable for it to be as close as possible to the roadway.

5.3.3.3 The sign may be within the municipal public road reservation provided it does not impede the flow of traffic, create sightline hazards, or interferes with the operations of the Town. The Town will not take responsibility for damage caused to civic number signs located within the road reservation. Permission to place the civic number sign within a provincial road reservation must be obtained from the authority having jurisdiction.

5.3.3.4 Within 3000 mm (10ft) to either side of the driveway.

5.3.3.5 The sign must be visible from the roadway when approaching the driveway from either direction.

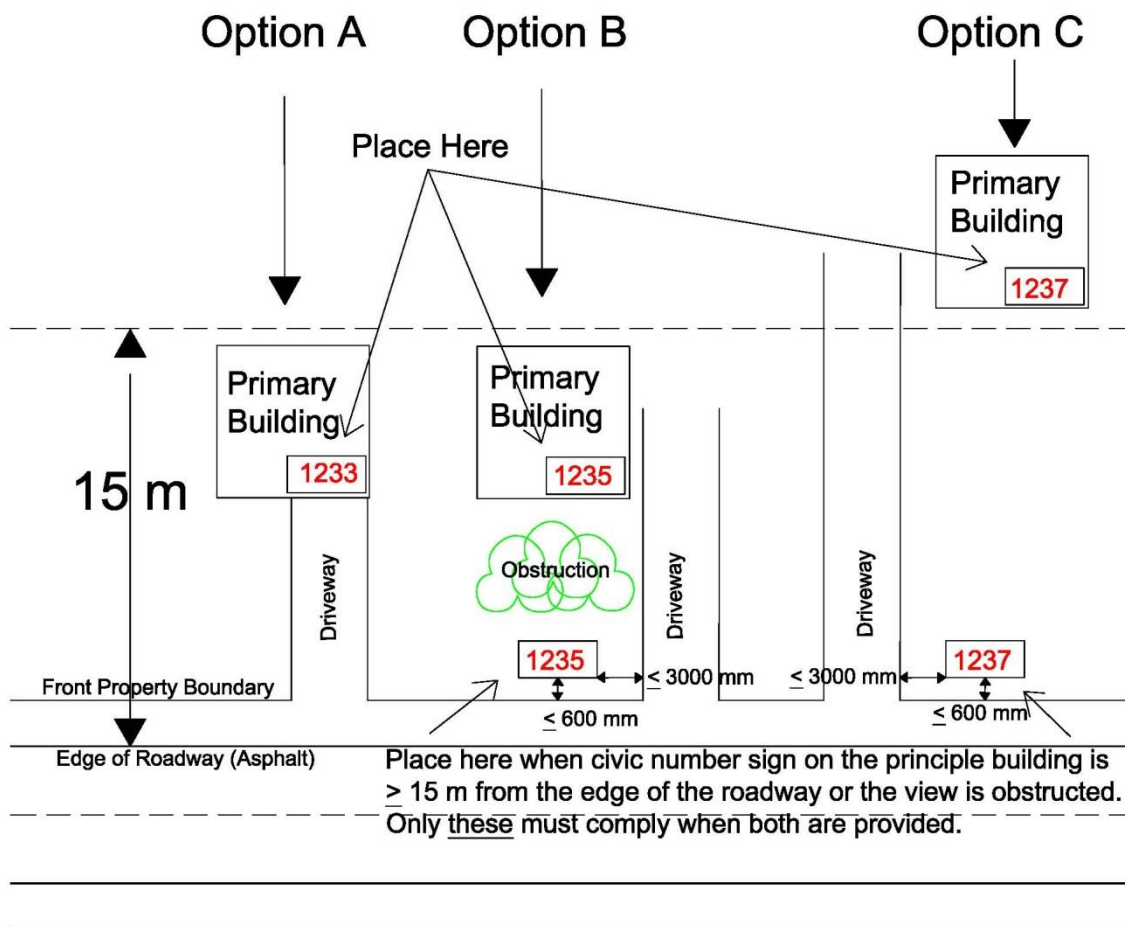


Figure 2 – Civic Number Presentation (Street)

5.3.4 Notwithstanding Regulation 5.3.1, only the second civic number sign provided in accordance with 5.3.3 must fully meet the requirements of these regulations.

6.0 PROHIBITED POSTINGS

- 6.1 An owner shall not post or permit to be posted a civic number which is not assigned to the property.
- 6.2 A lot number, unit number, or a number which is clearly part of a business name shall not be displayed on a property without prior approval from Council.
- 6.3 A lot number shall only be posted on a vacant (undeveloped) property within a residential subdivision development and no lot number shall be posted without the word "lot" preceding the posted number.

7.0 OCCUPANCY

An Occupancy Permit for a principle building constructed after the effective date shall not be issued until a civic number in compliance with these Regulations has been installed.

8.0 COMPLIANCE

- 8.1 Notwithstanding 5.1, all principle buildings existing before the effective date of these Regulations are not required to comply with these Regulations until July 1st, 2018, to have adequate time for completion.
- 8.2 In addition to any prosecution or other remedy, the Town may issue an order to a person in accordance with s. 404(1)(h) of the Act to stop construction of, remove or repair a civic number sign that is not in compliance with these regulations.
- 8.3 Any person who neglects or fails to comply with or acts in contravention of these Regulations shall be guilty of an offense and shall be liable on Summary conviction to a penalty as provided for in Section 420 of the Act.

9.0 REPEAL OF PREVIOUS REGULATIONS

All previous Town of Portugal Cove-St. Philip's Regulations related to this subject matter are repealed by these Regulations.

10.0 COMPLIANCE WITH OTHER LEGISLATION

Nothing in these Regulations serves to exempt any person from obtaining any licence, permission, permit, authority or approval required by any other Regulation of the Town or any

Statute or Regulation of the Province of Newfoundland and Labrador. Where there is a conflict between a provision of this Regulation and a provision of another Regulation of the Town, the more restrictive provision shall prevail. Where there is a conflict between these Regulations and a provincial statute or regulation, the provincial law shall prevail.

11.0 EFFECTIVE DATE

These Regulations have been adopted and came into effect on __ day of __, 2017 through resolution of Council # _____.

In witness whereof the Seal of the Town of Portugal Cove-St. Philip's has been affixed hereto and these Regulations have been signed by the Mayor and the Town Manager on behalf of Council on this __ day of ____, 2017.

Moses Tucker
Mayor

Chris Milley
Town Manager