



Assignment of House Numbers

Status	Council
Responsible Division	Planning and Development
Objective	To ensure proper and orderly property addressing.

Context

Council supports the proper and orderly addressing of properties for both street addressing and postal addressing purposes, to ensure efficiency in property identification and to maintain orderly addressing throughout the City. This is achieved through reference to Australia New Zealand Standard for addressing (AS/NZS 4819:2011) and liaison with Landgate, as well as consultation with property owners where necessary.

Statement

House numbers will be assigned according to the following:

- a. Lots created within an established street which have previously been numbered, shall be assigned a whole number if available, but where this is not available, an (a) shall be assigned to the lot whose driveway next follows the consecutive numbering, a (b) shall be assigned to the lot whose driveway next follows the consecutive numbering;
- b. Where an existing lot is subdivided in to two or more lots, the owner has the option to retain the original number for one lot, and subsequent lots shall be numbered in accordance with the provisions of this policy;
- c. Where a new subdivision creates more than one new lot, street numbers shall be assigned in accordance with AS/NZS 4819:2011;
- d. When it is found that an existing street numbering is causing problems for deliveries of mail or goods, the Chief Executive Officer will seek unanimous agreement of affected persons and adjust the numbering to remove the problem. When agreement cannot be achieved the matter shall be determined by the CEO;
- e. Should an owner of a corner lot request a street number in the secondary street, this may be assigned if a whole number is available. A suffix to a number assigned to an adjoining house shall not be assigned without the written consent of the adjoining property's owner;
- f. Where changes to street numbers are proposed, priority will be given to allowing existing residents to retain their existing street numbers where possible; and
- g. Where a property is determined to require a secondary address for purposes of ease of identification, the City will allocate such an address in accordance with the provisions of this policy.



The Chief Executive Officer or Director Planning & Development may write to or advise persons where street numbers issued are not readily legible or displayed requiring them to provide an adequate size numeral not less than 75mm high and fix it in a prominent place, preferably near the street boundary and entry to the property.

The City assigns street numbering with the objective of efficient property identification by emergency services, postal delivery, utility authorities and general public in locating and identifying a property. Any other basis for a change to street numbering, such as superstition, religious and cultural beliefs are considered to have little relevance in assigning street numbering. To consider other bases may derogate from the objective of public interest for efficient property identification.

Related documentation

Nil.

Related Local Law/legislation

Nil.

Related delegation

Nil.

Review History

24 August 2021 (Item 13.1)
18 December 2018 (Report CPS23.18)
20 December 2016 (Report CPS33.16)
24 September 2013 (Report CPS28.13)
