



# POLICY

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<b>POLICY NO:</b>	619	<b>APPROVAL DATE:</b>	December 12, 2016
<b>TITLE:</b>	Roadway Naming and Numbering	<b>REVISION DATE:</b>	May 30, 2022
<b>SECTION:</b>	Lands, Roads and Buildings	<b>LAST REVIEWED:</b>	May 30, 2022
<b>DEPARTMENT:</b>	Planning and Development	<b>PAGE</b>	<b>1 OF 2</b>

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## POLICY STATEMENT

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To establish the responsibilities for City Council and Administration in assigning of roadway names and numbers.

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## REASON FOR POLICY

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To provide a clear understanding of roadway naming and numbering or to correct existing naming and numbering for the public and emergency service providers.

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## DEFINITIONS

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“**Administration**” means the Subdivision Authority, or their designate.

“**Roadway**” means a public road right-of-way owned by the City.

“**Private Roadway**” means a road not owned by the City.

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## RELATED INFORMATION

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Roadway naming and numbering for arterial and collector roads will be assigned by Administration and approved by City Council as part of an Outline Plan for the development area.

Roadway naming and numbering for local roads will be assigned and approved by Administration.

In areas where no Outline Plan exists or naming and numbering has been omitted from the Outline Plan, Administration will assign roadway names and numbers.

Roadway naming and numbering will be assigned in accordance with [Procedure 619•1](#).

Private roadway naming and numbering may be assigned at Administration’s discretion.

City Council may approve Honorary Roadway Naming that meets the criteria in accordance with [Procedure 619•1](#).

This Policy does not apply to the [Displaying of Address Bylaw C-1294](#), nor to the [Assigning an Address Policy 618](#) to a parcel of land, building, or unit.

Addresses are maintained by Administration in the municipal property records management system.

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## **RESPONSIBILITIES**

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City Council will review and approve any revisions to this Policy.

City Manager will review and approve any procedures related to this Policy.

City Administration will carry out the policy based on established procedures.