

BYLAW NUMBER 2020/65

BYLAW NO. 2020/65 is a Bylaw of the County of Wetaskiwin No. 10 in the Province of Alberta, for the purpose of establishing a system of rural addressing.

WHEREAS: Section 7(a) of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26.1, empowers Council to pass bylaws for municipal purposes respecting the safety, health, and welfare of people and the protection of people and property;

AND WHEREAS: Section 58(1) of the *Municipal Government Act* allows a municipality to name roads or areas within its boundaries and to assign a number or other means of identification to buildings or parcels of land;

AND WHEREAS: Section 58(2) of the *Municipal Government Act* allows a municipality to require an owner or occupant of a building or a parcel of land to display the identification in a certain manner;

AND WHEREAS: The Council of the County of Wetaskiwin No. 10 deems it desirable to put into effect a rural addressing system which can be utilized by emergency service providers and for other purposes;

NOW THEREFORE: The Council of the County of Wetaskiwin No. 10, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. This Bylaw shall be known as the "*Rural Addressing Bylaw*".

2. Definitions

- 2.1. "Accessory Building" shall mean a building or structure which is subordinate, exclusively devoted, and incidental to the principal building or use located on the same lot, but which in no instance shall be used as a dwelling.
- 2.2. "Approach" shall mean a direct built access to a road or highway which conforms to the County's policy on rural approaches, as amended from time to time.
- 2.3. "Approved Recreational Vehicle" shall mean a Recreation Vehicle for which the required development permit has been issued.
- 2.4. "Building" shall mean any permanent structure according to approved zoning used or intended for supporting residential occupancy or occupancy by employees or agents as a place of employment or business, but shall not include an Accessory Building.
- 2.5. "Bylaw Enforcement Officer" shall mean a person appointed as a Bylaw Enforcement Officer pursuant to the *Municipal Government Act*.
- 2.6. "Council" shall mean the Council of the County of Wetaskiwin No. 10.
- 2.7. "County" shall mean the County of Wetaskiwin No. 10.
- 2.8. "Developer" shall mean that person or company who subdivides land to create a new Parcel of Land, or that person or company who creates a new Building requiring a Rural Address.
- 2.9. "Development" shall mean:
 - 2.9.1. An excavation or stockpile, and the creation of either of them;

- 2.9.2. A Building, or an addition to, replacement, or repair of a Building, and the construction of placing of any of them in, on, over, or under land; or
- 2.9.3. A change of use, or in the intensity of use, of land or a Building, or an act done in relation to land or a Building that result in or is likely to result in a change in the use of the land or building;
- 2.10. "Development Officer" shall mean an official of the County appointed, according to the procedures authorized by Council, to act as development authority according to the *Municipal Government Act*.
- 2.11. "Highway" shall mean as defined in the *Traffic Safety Act*, RSA 2000, Chapter T-6.
- 2.12. "Hamlet" shall mean an unincorporated community within the County that has been designated as such by bylaw.
- 2.13. "Internal Subdivision Road" shall mean a Public Road, named or unnamed, that is used to access Parcels of Land within a Multi-lot Subdivision.
- 2.14. "Multi-lot Subdivision" shall mean a subdivision of land, registered by plan of survey or descriptive plan, that creates three (3) or more parcels within a quarter section.
- 2.15. "Multiple Address Suffix" shall mean a lettered suffix used in conjunction with a rural address to designate multiple Buildings on one Parcel of Land using a single approach.
- 2.16. "Multiple Address Suffix Sign" shall mean a traffic control device, as defined in the *Traffic Safety Act*, which indicates the Multiple Address Suffix attached as a tab below the rural address on a single post, or to the right of the rural address on multiple posts.
- 2.17. "Owner" shall mean:
- 2.17.1. In the case of land, any person who is registered under the *Land Titles Act* as the owner of the land, or is listed on the County's assessment role as such; or
- 2.17.2. In the case of property other than land, any person who is in lawful possession of the property.
- 2.18. "Parcel of Land" shall mean the aggregate of the one or more areas of land described in a certificate of title or described in a certificate of title by reference to a plan filed or registered in a land titles office.
- 2.19. "Primary Access" shall mean the Approach that gives main access to a Parcel of Land as identified by the County.
- 2.20. "Public Road" shall mean all developed roads within the County, including Highways, Range Roads, Township Roads, forced roads, Internal Subdivision Roads, and developed roads and Highways located along the east and south boundaries of the County.
- 2.21. "Road Right-of-Way" shall mean:
- 2.21.1. A road allowance established by a survey, made under the *Alberta Surveys Act*, RSA 2000, Chapter S-26; or

- 2.21.2. A road widening, road diversion, Highway, road, street, avenue, lane, alley, walkway, or other public right-of-way as shown on a plan of survey registered in the North Alberta Land Registration District, or the South Alberta Land Registration District.
- 2.22. "Rural Address" shall mean the address assigned by the County which identifies the primary access to a Parcel of Land determined using a basic grid derived from the Township and Range Roads.
- 2.23. "Rural Address Sign" shall mean a traffic control device, as defined in the *Traffic Safety Act*, which indicates the Rural Address of a Parcel of Land determined by the approach and as specified in Schedule "A" of this Bylaw.
- 2.24. "Signed Subdivision" is a subdivision in the County that is identified by a County standard subdivision entrance sign, as outlined by the County's "Subdivision Entrance Signs" Policy.
- 2.25. "Small Parcel" shall mean a one (1) to three (3) digit tab assigned to individual lots to be used within a block of three (3) or more residential lots that are 700 m² or less.
- 2.26. "Violation Ticket" shall mean a tag as defined under Part 2 of the *Provincial Offences Procedures Act*, RSA 2000, Chapter P-34.
- 2.27. "Way Finding Sign" shall mean a sign placed at intersections accessing and within a Multi-lot Subdivision, and forced roads which will include an arrow to make it distinctly clear which direction leads to which addresses, as per Schedule "B" of this Bylaw.

3. Exemptions

- 3.1. Parcels of Land located within a Hamlet of the County are exempt from this Bylaw.
- 3.2. Oil and gas industry Parcels of Land regulated by the Alberta Energy Resources Conservation Board are exempt from this Bylaw, unless the Owner of such a Parcel of Land requests, in writing by completing either the Rural Address Request Form in Schedule "D" or the Ratepayer to Install Form in Schedule "E" of this Bylaw, to have a Rural Address assigned and installed.
- 3.3. New or existing second residences or businesses on a single Parcel of Land sharing the same Primary Access may be exempt from requiring a second Multi Address Suffix Sign if the landowner applies for an exemption as per Schedule "D" of this Bylaw.

4. Rural Address Assignment

- 4.1. All Parcels of Land supporting a Building or Approved Recreational Vehicle and having a Primary Access onto a Public Road shall be assigned a Rural Address by the County according to the methodology outlined in Schedule "A" of this Bylaw.
- 4.2. For Multi-lot Subdivisions governed by a development agreement, Rural Addresses may be assigned for Parcels of Land where there is no Building presently constructed.

- 4.3. For all other vacant Parcels of Land that are not Multi-lot Subdivisions governed by a development agreement, Rural Addresses may be assigned upon request where there is no Building presently constructed.
- 4.4. Upon receipt of a completed Rural Address Request Form (Schedule "D" or "E") and applicable fee from the Landowner, as outlined in Section 6.5 of this Bylaw, a Rural Address may be assigned.

5. Signage

- 5.1. Each Parcel of Land having a Primary Access on to a Public Road that has been assigned a Rural Address shall have a posted Rural Address Sign, in accordance with the standards outlined in Schedule "B" of this Bylaw.
- 5.2. Landowners and developers shall purchase Rural Address Signs from the County and may install them or arrange for the County to install them, as per Section 6 of this Bylaw.
- 5.3. No person shall use a Rural Address Sign if such sign does not comply with the specifications in this Bylaw.
- 5.4. No person shall in any way alter, deface, or attach any additional signage to any Rural Address Sign.
- 5.5. For Parcels of Land with a shared single Primary Access, Owners may purchase, install, and display the assigned prefix or suffix as per the guidelines outlined in Schedule "B".

6. Installation and Maintenance

- 6.1. Rural Address Signs assigned by the County remain the property of the County.
- 6.2. Rural Address Signs shall be supplied and maintained by the County and installed either by the County or by the Owner of the Parcel of Land, as determined by the Owner.
 - 6.2.1. Installation of Rural Address Signs shall be in accordance with the standards outlined in Schedule "B" of this Bylaw.
 - 6.2.2. Notwithstanding Section 6.2, general maintenance and upkeep of a Rural Address Sign and the immediate surrounding area, such as maintaining visibility and keeping grass at a reasonable length, shall be the responsibility of the Owner.
- 6.3. Rural Addresses shall be assigned by the County at the time of receiving a completed development permit application and all related fees for a first Development on a Parcel of Land.
- 6.4. Notwithstanding the provisions in Section 6.2, in Multi-lot Subdivisions, the Developer shall have full responsibility for the supply and installation of Rural Address Signs and Wayfinding Signs, as per the specifications outlined in this Bylaw.
- 6.5. The costs associated with the placement and replacement of a Rural Address Sign are detailed in Schedule "A" of the County's Fees and Charges Bylaw.
- 6.6. Notwithstanding Section 6.5, the following provisions shall apply to single lot Parcels of Land:

- 6.6.1. For Parcels of Land with an existing building and for which a Rural Address was assigned on or prior to October 1, 2012, all costs related to the supply and installation of a Rural Address sign shall be borne by the County.
- 6.6.2. For Parcels of Land for which a Rural Address was assigned after October 1, 2012, all costs related to the supply and installation of a Rural Address Sign shall be borne by the Owner.
- 6.7. Notwithstanding Section 6.5, the following provisions shall apply to Multi-lot Subdivisions:
 - 6.7.1. For Parcels of Land within a Multi-lot Subdivision registered on or prior to October 1, 2012, the costs associated with the supply and installation of Rural Address Signs shall be borne by the County only where a Build exists or is being constructed prior to October 1, 2012.
 - 6.7.2. Unless otherwise directed in a development agreement, the costs associated with the supply and installation of Rural Address Signs and Way Finding Signs in a Multi-lot Subdivision registered after October 1, 2012 shall be borne by the Developer or Owner.

7. Offences

- 7.1. Any person who contravenes any section of this Bylaw is guilty of an offence and is liable, on summary conviction, to be subject to a penalty as set out in Schedule "C" of this Bylaw. A second offence shall be defined as occurring within twelve (12) consecutive months of the first offence, a third offence shall be defined as occurring within twelve (12) consecutive months of the second offence, and a fourth offence shall be defined as occurring within twelve (12) consecutive months of the third offence.

8. Enforcement

- 8.1. A Bylaw Enforcement Officer may access any Parcel of Land at any time for inspection or enforcement activities regarding matters relating to the provisions in this Bylaw.
- 8.2. Any person who is guilty of an offence as described in Section 7.1 shall be issued a written warning prior to the issuance of a Violation Ticket for a first offence.
 - 8.2.1. Any person who receives a written warning under Section 8.2 will have thirty (30) days from the date of the issuance of the written warning to rectify the offence; if the offence is not rectified within those thirty (30) days, a Violation Ticket will be issued.
- 8.3. A Bylaw Enforcement Officer is hereby authorized to immediately issue a Violation Ticket to any person who the Bylaw Enforcement Officer has reasonable grounds to believe has contravened any provision of this Bylaw and who has previously been issued a written warning within twelve (12) consecutive months.

8.4. Where a Bylaw Enforcement Officer believes that a person has contravened any provision of this Bylaw, the Officer may serve upon such Person a Violation Ticket either personally, or by mailing or leaving the Violation Ticket at the person’s last known address.

8.5. A Violation Ticket shall be in such form as determined by the County, shall state the Section of this Bylaw that has been contravened, and shall state the amount of the penalty as outlined in Schedule “C” of this Bylaw.

8.6. The levying and payment of any penalty provided in this Bylaw shall not relieve a person from the necessity of paying any fee, charges, or costs for which they are liable under the provisions of this Bylaw.

9. Severability

9.1. Should any provision of this Bylaw be declared invalid by a court of competent jurisdiction, then such provision shall be severed, and the remaining portion of the Bylaw shall be maintained.

10. Repeal

10.1. Upon passage of Bylaw 2020/65, Bylaw 2015/47 shall be repealed in its entirety.

11. Effective Date

11.1. This Bylaw shall take effect upon passage of Third and Final Reading.

READ: A First time this 22nd day of December A.D., 2020

READ: A Second time this 22nd day of December A.D., 2020

READ: A Third time and finally passed this 22nd day of December A.D., 2020

Original Signed

REEVE

Original Signed

CHIEF ADMINISTRATIVE OFFICER

Schedule "A"

Bylaw 2020/65

1. Standard Rules

- 1.1. Rural Addresses shall be determined using a basic grid derived from the township and range roads; this grid shall be based on a forty (40) metre interval, starting in the far southeast section quarter (see Diagram 1 of Schedule "A").
 - 1.1.1. For the purposes of addressing, virtual township roads exist between all sections whether an actual road allowance exists or not.
- 1.2. Intervals are reset to zero (0) at each section line.
- 1.3. The forty (40) metre grid starts over at quarter line, but address interval continues to section line.
- 1.4. Any remaining portions of the section less than three (3) metres in width will be included in the preceding interval, while any remaining portions of the section greater than three (3) metres in width will create an additional interval (see Diagram 2 of Schedule "A")
- 1.5. Interval numbers shall increase in the north and west directions.
- 1.6. Odd interval numbers shall be on the south and the east, and even interval numbers shall be on the north and the west.
 - 1.6.1. First interval will be "1" on the south and the east.
 - 1.6.2. First interval will be "2" on the north and the west.
- 1.7. The Rural Address number is a six (6) digit number and is determined in the following manner:
 - 1.7.1. The first three (3) digits are allocated to the Township or Range reference road.
 - 1.7.2. The last three (3) digits are allocated to the internal number and dependent on the interval, may be preceded by one (1) or more zeroes, which are considered as part of the six (6) digits.
 - 1.7.3. For multiple Buildings located off the same Primary Access, the suffix shall not be considered as part of the six (6) digits.
 - 1.7.4. For multiple Parcels of Land with individual Primary Accesses located off the same interval of the reference road, the prefix shall not be considered as part of the six (6) digits.
 - 1.7.5. See Diagrams 3 and 4 of Schedule "A" for further reference.

2. Assigning Rural Addresses

- 2.1. Addresses will be determined at the location where Primary Access is gained to the Building or Approved Recreational Vehicle along a Public Road.
- 2.2. For multiple Buildings located off the same Primary Access, the first Building shall be labeled with an "A" designation as a suffix of the Rural Address, the second with a "B" designation, and so forth, moving from the township/range road inward along the Primary Access Road (see Diagram 5 of Schedule "A"). With respect to any Multiple Address Suffix Sign, the following shall apply:

- 2.2.1. The Multiple Address Suffix shall be on a separate tab affixed below the Rural Address sign, or, if necessary, to the right of the Rural Address sign on a separate post.
- 2.2.2. It shall be the responsibility of the landowner to erect address signs on each building.
- 2.2.3. If, as outlined in Section 3.3 of this Bylaw, an Owner does not require multiple signs, it shall be their responsibility to complete and submit "Schedule D" of this Bylaw to the County office.
- 2.3. For Multi-lot Subdivisions with higher residential densities where multiple Parcels of Land are accessed via an Internal Subdivision Road at a single interval, the following shall apply:
 - 2.3.1. Rural Addresses shall be assigned at the interval of the Internal Subdivision Road.
 - 2.3.2. Parcels of Land with an area greater than 700m² will be labelled with up to a three (3) digit prefix, as per the guidelines outlined in Section 1.4 of Schedule "B" of this Bylaw.
 - 2.3.3. Parcels of Land with an area of or smaller than 700m² will be labelled with an up to three (3) digit Small Parcel sign, as per the guidelines outlined in Section 1.2 of Schedule "B" of this Bylaw.
 - 2.3.4. Way Finding Signs shall be placed at each intersection accessing and within a Multi-lot Subdivision, as per Diagram 6 of Schedule "B" of this Bylaw.
- 2.4. Where possible, Rural Addresses for subdivisions shall be numbered clockwise using an increment of four (4), with odd interval numbers on the south and east and even interval numbers on the north and west.
- 2.5. Where a numbered prefix may be required in combination with a lettered suffix, the number prefix shall take precedence and the lettered suffix shall appear immediately after the numbered prefix.
- 2.6. For property for which there exists more than one (1) access point, the access that appears to be the Primary Access will be used for the purpose of assigning a Rural Address.
 - 2.6.1. If there is no clear Primary Access, then the first access moving in a clockwise direction starting at the eastern boundary of the section will be determined to be the Primary Access for the purpose of assigning a Rural Address.
- 2.7. Addresses for structures located off Highway service roads will be addressed off the Highway.
- 2.8. For new development that has an existing Rural Address Sign, the Owner may waive payment and placement of the rural Address Sign subject to signing the waiver provided in Schedule "D" of this Bylaw.

Schedule "A"

Diagram 1

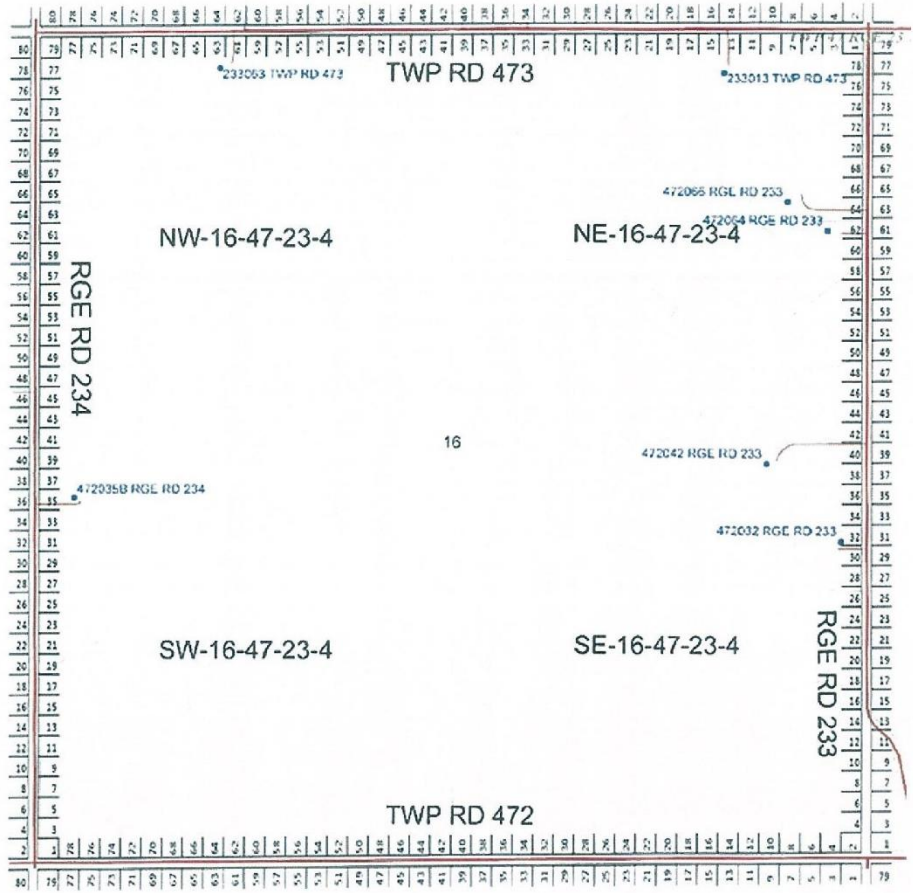


Diagram 2

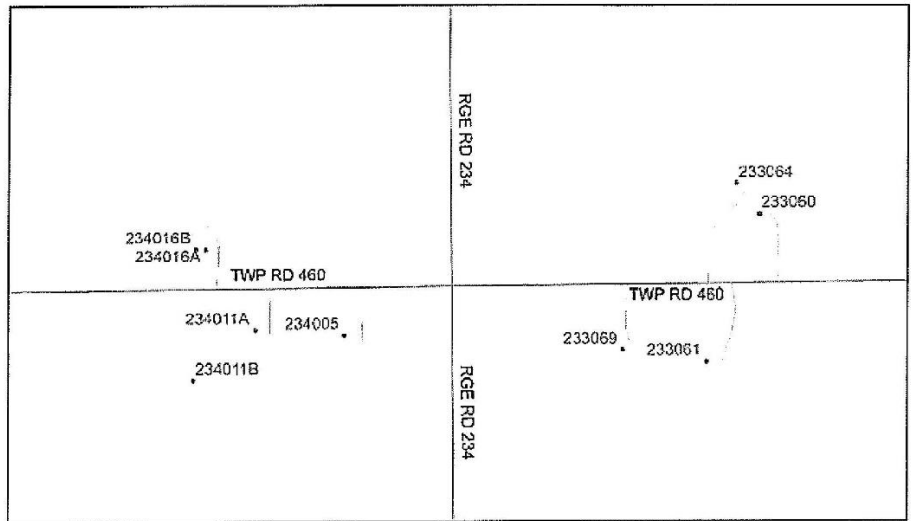


Diagram 3

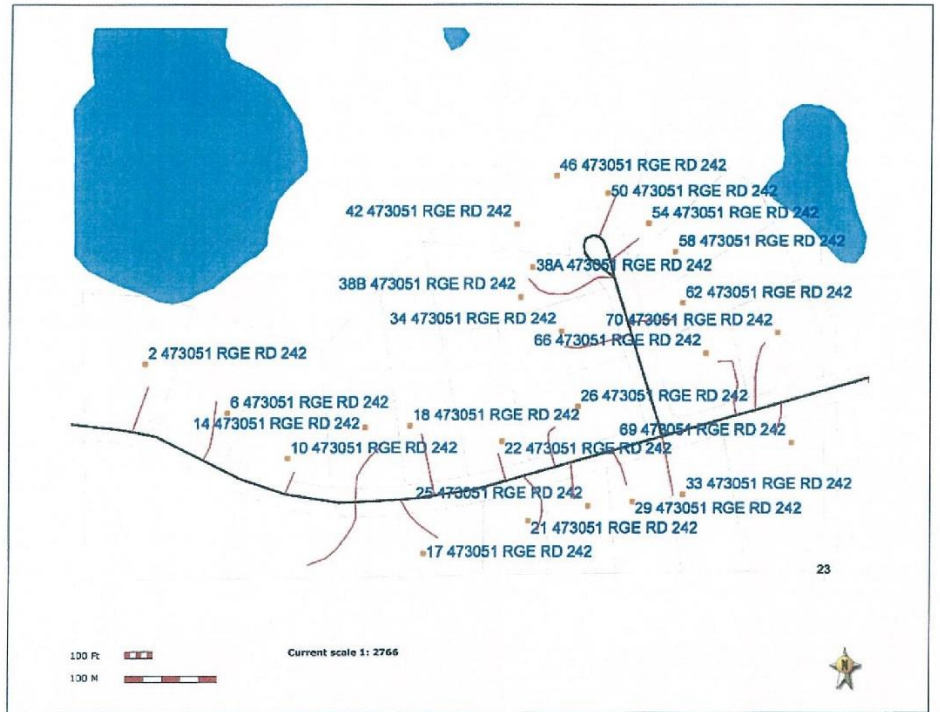


Diagram 4

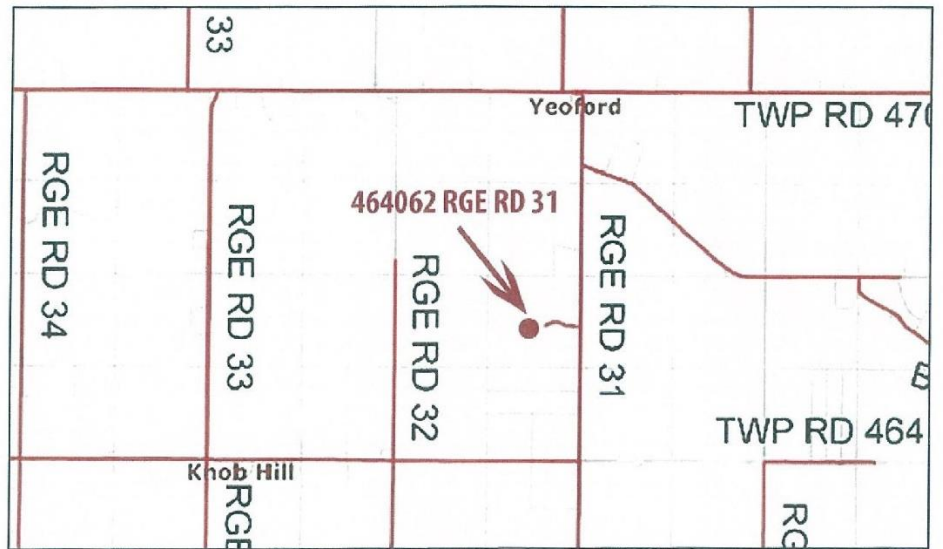
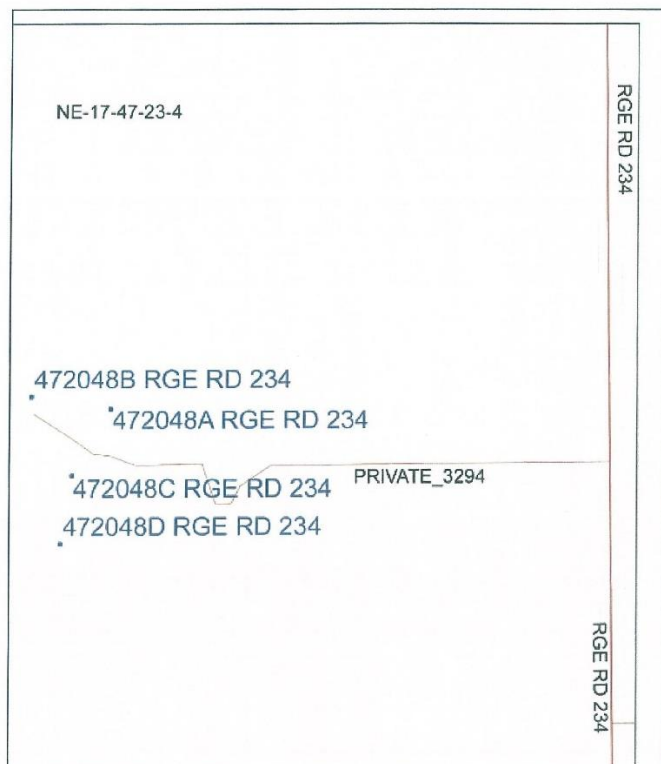


Diagram 5



Schedule "B"
Bylaw 2020/65

1. Sign Design

- 1.1. The design for a Way Finding sign shall be as follows (see Diagram 6 of Schedule "B" for reference):
 - 1.1.1. Sign Material: Extruded Aluminum—2.5mm Thickness
 - 1.1.2. Sign Face: 3M High Intensity Grade Prismatic Reflective Sheeting
 - 1.1.3. Sign Dimensions: 150mm x 1000mm, with a 7mm crop in each of the four (4) corners
 - 1.1.4. Lettering: 100mm White Text
 - 1.1.5. Sign Background: Blue
 - 1.1.6. Sign Border: White—7mm wide line centered 12.5mm from the edge of the sign and placed around the perimeter of the sign
 - 1.1.7. Post: 1 U-Channel Post (heavy duty post 9.76kg/m² x 3.66m)
 - 1.1.8. County identification mark "County of Wetaskiwin": Identification in 7mm letters centered in a break in the sign border in the bottom right-hand corner of the face of the sign
- 1.2. The design for a Small Parcel sign (up to 3 digits) shall be as follows (see Diagram 7 of Schedule "B" for reference):
 - 1.2.1. Sign Material: 5052-H38 Sign Grade Aluminum-2mm Thickness
 - 1.2.2. Sign Face: 3M High Intensity Grade Prismatic Reflective Sheeting
 - 1.2.3. Sign Dimensions: 150mm x 300mm, with a 7mm crop in each of the four (4) corners
 - 1.2.4. Lettering: 100mm White Text-Line 1 Address Number
 - 1.2.5. Sign Background: Blue
 - 1.2.6. Sign Border: White-7mm wide line centered 12.5mm from the edge of the sign and placed around the perimeter of the sign
 - 1.2.7. Post: 1 U-Channel Post (heavy duty post 9.76kg/m² x 2.44m)
 - 1.2.8. County identification mark "County of Wetaskiwin": Identification in 7mm letters centered in a break in the sign border in the bottom right-hand corner of the face of the sign
- 1.3. The design for a Multiple Address Suffix (single letter) sign shall be as follows (see Diagram 8 of Schedule "B" for reference):
 - 1.3.1. Sign Material: 5052-H38 Sign Grade Aluminum—2mm Thickness
 - 1.3.2. Sign Face: 3M High Intensity Grade Prismatic Reflective Sheeting
 - 1.3.3. Sign Dimensions: 150mm x 150mm, with a 7mm crop in each of the four (4) corners

- 1.3.4. Lettering: 100mm White Text—Line 1 Address Number
 - 1.3.5. Sign Background: Blue
 - 1.3.6. Sign Border: White-7mm wide line centered 12.5mm from the edge of the sign and placed around the perimeter of the sign
 - 1.3.7. Post: 1 U-Channel Post (heavy duty post 9.76kg/m² x 2.44m)
 - 1.3.8. County identification mark "County of Wetaskiwin": Identification in 7mm letters centered in a break in the sign border in the bottom right-hand corner of the face of the sign
- 1.4. The design for a general sign (for all other properties) shall be as follows (see Diagram 9 of Schedule "B" for reference):
- 1.4.1. Sign Material: 5052-H38 Sign Grade Aluminum-2mm Thickness
 - 1.4.2. Sign Face: 3M High Intensity Grade Prismatic Reflective Sheeting
 - 1.4.3. Sign Dimensions: 300mm x 600mm, with a 7mm crop in each of the four (4) corners
 - 1.4.4. Lettering: 100mm White Text-Line 1 Address Number, Line 2 Reference Road
 - 1.4.5. Sign Background: Blue
 - 1.4.6. Sign Border: White-7mm wide line centered 12.5mm for the edge of the sign and placed around the perimeter of the sign
 - 1.4.7. Post: 1 U-Channel Post (heavy duty post 9.76kg/m² x 2.44m)
 - 1.4.8. County identification mark "County of Wetaskiwin": Identification in 7mm letters centered in a break in the sign border in the bottom right-hand corner of the face of the sign

2. Sign Placement

- 2.1. For single lot parcels with a single Building off one (1) Primary Access, the following shall apply:
 - 2.1.1. The Rural Address Sign shall display the Rural Address assigned by the County.
 - 2.1.2. The sign shall be affixed to the right side of the Primary Access approach, if possible, where it is observable from the Road.
 - 2.1.3. With respect to instances in which two Parcels of Land are accessed from the same Primary Access approach, then a Rural Address Sign shall be installed on either side of the approach, adjacent to the corresponding lot, if possible.
 - 2.1.4. The Rural Addresses Sign(s) shall be located within two (2) metres of the shoulder of the approach, and one (1) metre from the Parcel boundary within the Road Right of Way and parallel to the Road.

- 2.1.5. The Rural Address Sign shall be affixed at a minimum height of 1.2m to a maximum height of 1.375m from ground level, relevant to the top of the sign.
- 2.2. For single lot parcels with two (2) or more buildings off one (1) Primary Access, the following shall apply:
 - 2.2.1. For Small Parcels that are accessed from a single Primary Access in a Multi-lot Subdivision, including an Internal Subdivision Road, a single Rural Address Sign shall display the Rural Address assigned by the County.
 - 2.2.2. The Rural Address Sign shall be placed at the intersection of the Public Road and the Primary Access, shall be affixed to the right side of the Access where possible, and shall display the common Rural Address.
 - 2.2.3. The Primary Access to each lot within the Multi-lot Subdivision shall have a Small Parcel Line, as per the placement specifications outlined in Section 2.1 of this Schedule.
 - 2.2.4. The Rural Address Sign shall be affixed at a minimum height of 1.2m to a maximum height of 1.375m from ground level, relevant to the top of the sign.
 - 2.2.5. Where a Parcel of Land has been assigned a common Rural Address containing a lettered suffix, the Multiple Address Suffix shall be installed and used in conjunction with a Rural Address to designate multiple buildings on one Parcel of Land using a single approach, and the Owner may display the assigned suffix in a location within the boundary of the Parcel of Land, provided that the Multiple Address Suffix is visible from the Primary Access.
- 2.3. For Multi-lot Subdivisions with multiple Parcels located off a single interval via an Internal Subdivision Road, the following shall apply:
 - 2.3.1. A Rural Address Sign shall be displayed at the entrance of each Parcel of Land, in accordance with the specifications outlined in Section 2.1 of this Schedule.
 - 2.3.2. Each Rural Address Sign shall be affixed at a minimum height of 1.2m to a maximum height of 1.375m from ground level, relevant to the top of the sign.
- 2.4. Way Finding Signs shall be displayed in the north east corner of the intersections accessing and within a Multi-lot Subdivision, and forced roads which will include an arrow to make it distinctly clear what direction leads to which addresses, as per Diagram 6 of Schedule "B".

Schedule "B"

Diagram 6 Way Finding Sign



Diagram 7 Small Parcel Sign



Diagram 8 Multiple Address Suffix Sign

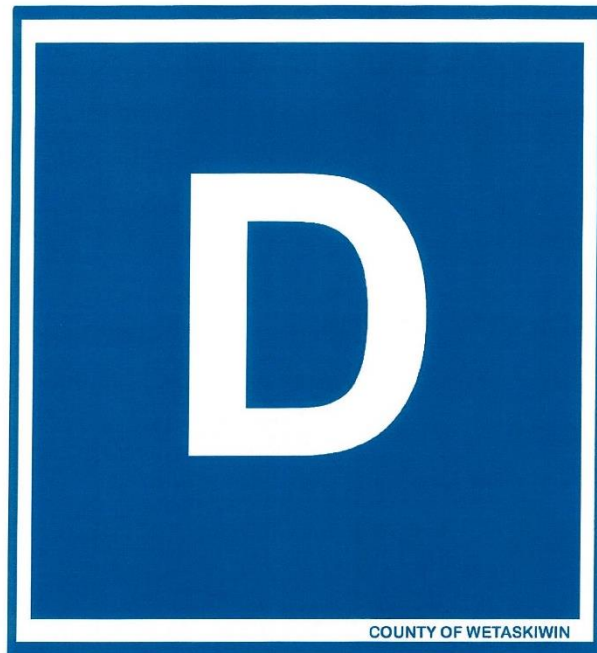


Diagram 9 Rural Address Sign



Schedule "C"
Bylaw 2020/65


1. Penalties

A Person issued a Violation Ticket pursuant to Bylaw 2020/65 shall be subject to the following fines:

Section	Description	Specified Penalty
7.1	First Offence (after 30 day warning period as set out in Section 8.2)	\$300
7.1	Second Offence (within 12 consecutive months of the first offence)	\$400
7.1	Third Offence (within 12 consecutive months of the second offence)	\$500
7.1	Fourth Offence (within 12 consecutive months of the third offence)	\$1000
7.1	Any Additional Offence within 12 consecutive months of the Fourth Offence	\$1000

Schedule "D" Bylaw 2020/65

1. Rural Address Sign Request Form

	COUNTY OF WETASKIWIN NO. 10 Box 6960 Wetaskiwin, Alberta T9A 2G5 Phone: 780-352-3321 RURAL ADDRESS SIGN REQUEST FORM
NAME: (PLEASE PRINT)	DATE REQUESTED:
MAILING ADDRESS:	CONTACT NAME:
CITY:	PHONE NUMBER:
POSTAL CODE:	
EMAIL:	
LEGAL LAND DESCRIPTION: NW NE OR SW SE SECTION TOWNSHIP RANGE W M 4 OR 5 Lot #: _____ Block #: _____ Plan #: _____	<input type="checkbox"/> Existing approach <input type="checkbox"/> New approach (indicate location of approach on attached drawing)
<p><i>I, the undersigned, hereby apply to the County of Wetaskiwin No.10 for a rural addressing sign as per Bylaw 2020/65 for the land described above:</i></p> <p> <input type="checkbox"/> New sign request (\$150) <input type="checkbox"/> Remove existing sign (N/C) <input type="checkbox"/> Request sign exemption (N/C) <input type="checkbox"/> Multiple Address Suffix (\$50) <input type="checkbox"/> Replacement sign request with new post (\$150.00) <input type="checkbox"/> Replacement sign request using existing post (\$100) </p> <p>I hereby acknowledge that I have been advised of and am in agreement with the following:</p> <ol style="list-style-type: none"> 1. I agree to pay the applicable fee (plus GST) for the rural address sign. 2. <u>I agree to clearly mark on the map which approach the rural address sign is to be placed at.</u> 3. I understand that all work will be carried out as time and resources permit. Further, that this application does not guarantee an application within a specified timeframe. 4. Once payment has been made and an approved approach is constructed, the County of Wetaskiwin No. 10 will order & install one (1) rural address sign, as per Bylaw 2020/65. 5. I hereby remise, release and forever discharge the County, its officers, contractors, agents, servants, successors and assigns of and from all manner of actions, causes of actions, suits, debts, dues, accounts, covenants, contracts, claims and demands whatsoever which I shall or may have by reason of any cause, matter or thing, whatsoever, and without limiting the generality of the foregoing, from all claims for damages arising in any way whatsoever from the ordering & install of a rural address sign as described herein. 6. I have read Bylaw 2020/65 and agree with the terms and conditions. <p>In signing this form, I agree I have read and understand the terms and conditions of the application, including the note below.</p>	
ROLL #: _____	DATE WORK COMPLETED:
RECEIPT #: _____	<input type="checkbox"/> Driveway located Date: _____ W/O # _____ GPS Coordinates: _____ <input type="checkbox"/> Address Assigned Date: _____ Rural Address: _____ <input type="checkbox"/> Sign Installed Date: _____ W/O # _____ <input type="checkbox"/> iSeries/911 Updated Date: _____

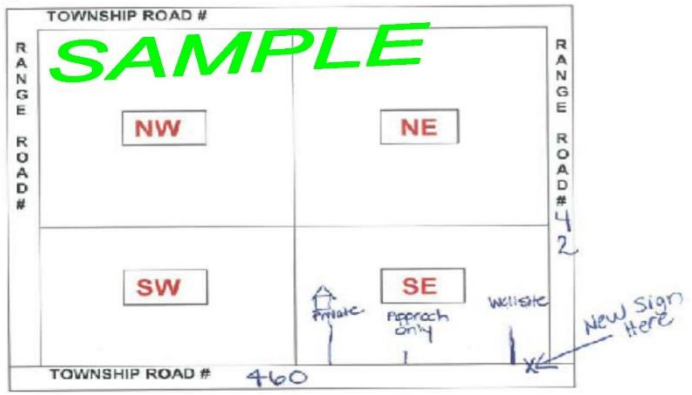
NOTE: Please fill out all areas above with the **exception** of the greyed areas.

Collection of Personal Information:

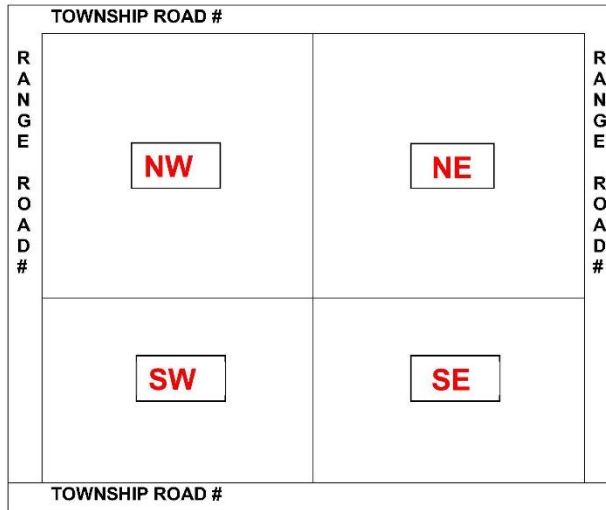
The personal information on this form is collected under the authority of Section 33 (c) of the Alberta *Freedom of Information and Protection of Privacy Act*. The information will be used to process your application(s) and your name and address may be included on reports that are available to the public. If you have any questions on the collection and use of this information, please contact the FOIP Coordinator at (780) 352-3321.

SAMPLE ONLY

SAMPLE ONLY




MAP OF ROADWAY, POSITION & LOCATION OF APPROACH



Please indicate the legal address, location of your site & approach, Township and Range Road. I agree to accept the placement of the rural address sign as per the map location provided. If no map is provided, I agree to accept the placement at the discretion of the County of Wetaskiwin. Thank You for co-operation.

Schedule "E" Bylaw 2020/65

1. Rural Address Sign Request Form – Ratepayer to Install

	COUNTY OF WETASKIWIN NO. 10 Box 6960 Wetaskiwin, Alberta T9A 2G5 Phone: 780-352-3321
RURAL ADDRESS SIGN REQUEST FORM – RATEPAYER TO INSTALL	
NAME: (PLEASE PRINT)	DATE REQUESTED:
MAILING ADDRESS:	CONTACT NAME:
CITY:	PHONE NUMBER:
POSTAL CODE:	
EMAIL:	
LEGAL LAND DESCRIPTION: NW NE OR SW SE SECTION TOWNSHIP RANGE W M 4 OR 5 Lot #: _____ Block #: _____ Plan #: _____	<input type="checkbox"/> Existing approach <input type="checkbox"/> New approach (indicate location of approach on attached drawing)
I, the undersigned, hereby apply to the County of Wetaskiwin No.10 for a rural addressing sign as per Bylaw 2020/65 for the land described above: <input type="checkbox"/> New/Replacement Rural Address Sign, including new post (\$75) <input type="checkbox"/> Replacement Sign using existing post (\$50) <input type="checkbox"/> New/Replacement Multiple Addressing Suffix Sign using existing post (\$25)	
I hereby acknowledge that I have been advised of and am in agreement with the following:	
<ol style="list-style-type: none"> 1. I agree to pay the applicable fee (plus GST) for the rural address sign. 2. I agree to clearly mark on the map which approach the rural address sign will be placed at. 3. Once payment has been made and an approved approach is constructed, the County of Wetaskiwin No. 10 will order one (1) rural address sign, as per Bylaw 2020/65 and the Ratepayer will install the sign as specified by the County. 4. The Ratepayer is responsible to call Alberta First Call at 1-800-242-3447 and ensure clearance is provided on the location, as specified within Bylaw 2020/65. 5. I hereby remise, release and forever discharge the County, its officers, contractors, agents, servants, successors and assigns of and from all manner of actions, causes of actions, suits, debts, dues, accounts, covenants, contracts, claims and demands whatsoever which I shall or may have by reason of any cause, matter or thing, whatsoever, and without limiting the generality of the foregoing, from all claims for damages arising in any way whatsoever from the ordering & install of a rural address sign as described herein. 6. I shall indemnify the County for any and all damages or negligence that may arise from the installation of the Rural Address Sign. 	
In signing this form, I agree I have read Bylaw 2020/65 and understand the terms and conditions of the application, including the note below. _____	
ROLL#: _____ RECEIPT #: _____	DATE WORK COMPLETED: <input type="checkbox"/> Driveway located Date: _____ W/O # _____ GPS Coordinates: _____ <input type="checkbox"/> Address Assigned Date: _____ Rural Address: _____ <input type="checkbox"/> Sign Installed Date: _____ W/O # _____ <input type="checkbox"/> iSeries/911 Updated Date: _____

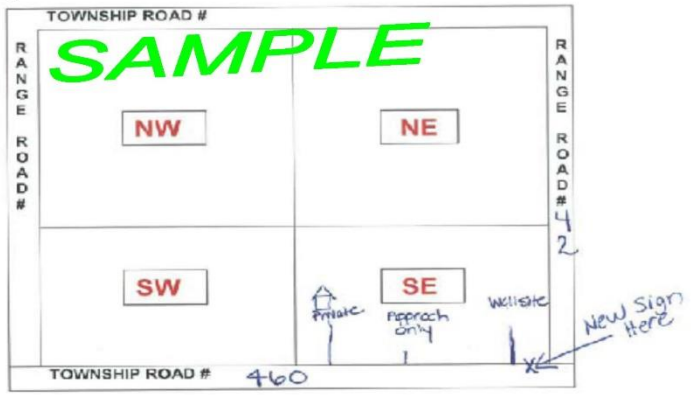
NOTE: Please fill out all areas above with the **exception** of the greyed areas.

Collection of Personal Information:

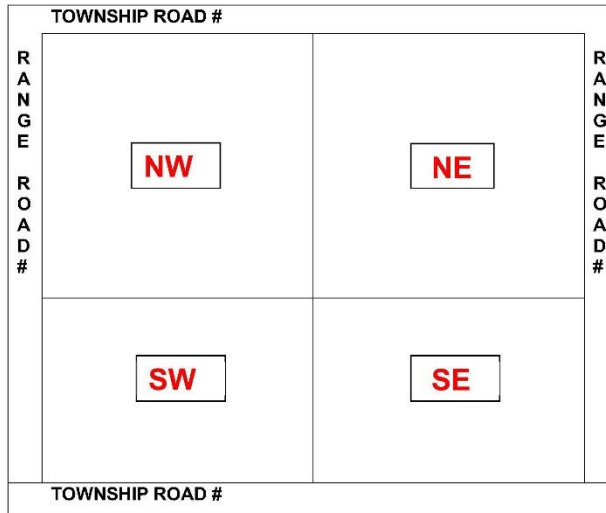
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SAMPLE ONLY

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MAP OF ROADWAY, POSITION & LOCATION OF APPROACH



Please indicate the legal address, location of your site & approach, Township and Range Road. I agree to accept the placement of the rural address sign as per the map location provided. If no map is provided, I agree to accept the placement at the discretion of the County of Wetaskiwin. Thank You for co-operation.