



# MUNICIPALITY OF THE DISTRICT OF CHESTER

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I, Pamela M. Myra, Municipal Clerk of the Municipality of the District of Chester do hereby certify that the following is a true copy of By-Law No. 139 Chester Municipal Civic Addressing By-Law which was adopted by Chester Municipal Council at a meeting held on Monday, April 26, 2004 and advertised in the *Progress Enterprise* on Wednesday, May, 5, 2004.

Given under the hand and seal of the Municipality of the District of Chester this 19<sup>th</sup> day of May, 2004.

A handwritten signature in cursive script, appearing to read "P. Myra", is written over a horizontal line.

Pamela M. Myra

Municipal Clerk

MUNICIPALITY OF THE DISTRICT OF CHESTER  
BY-LAWS

**BY-LAW #139**  
**CHESTER MUNICIPAL CIVIC ADDRESSING BY-LAW**

1. This By-law is entitled the "Chester Municipal Civic Addressing By-Law"
2. Nothing in this By-law shall be construed as authorizing non-compliance with any laws, regulations, bylaws, lawful orders or directives pursuant to any other statute, regulation or statutory or regulatory authority that may require the posting of civic numbering on structures or properties or the posting of street names on private roads or which may specify standards in respect of the posting of civic numbers or street names.
3. In this By-law:
  - 3.1 "Building" means a structure used or intended to be used to support or shelter any use or occupancy and may include an incomplete building once the footings have been constructed.
  - 3.2 "Civic Addressing Co-ordinator" means the Planning Technician of the Chester Municipal Planning Department or designate unless some other person has been appointed by the Chief Administrative Officer to administer this By-Law.
  - 3.3 "Civic Number" means the number assigned to a building by this By-law or by the Civic Addressing Co-ordinator and by implication to the lot upon which the building is located or will be located.
  - 3.4 "Owner" has the same meaning as the owner of a property in the Municipal Government Act or successor legislation from time to time;
  - 3.5 "Private Road" means any street, road, lane, bridge or other thoroughfare accessible to motor vehicles which is not a street as defined in subsection (6) and which serves as a principal vehicular access to three or more dwellings units or buildings;
  - 3.6 "Street" means any public street, highway, road, lane, bridge, or thoroughfare accessible to vehicular traffic owned by the Province of Nova Scotia, the Municipality of the District of Chester or any other Municipality including a public highway;
  - 3.7 "Lot" means the parcel of land upon which the building assigned a civic number is located.
4. A civic number that was posted on a lot or building or that was customarily in use as a mailing address for a lot or building or was assigned by the Municipal Address Co-ordinator as of the date of the first reading of this By-law, is hereby assigned to that lot or building until or unless that Civic Addressing Co-Ordinator, by written notice to an owner, otherwise directs.
5. The Civic Addressing Co-Ordinator shall be responsible for a system of further assigning

*1<sup>st</sup> Reading - March 29, 2004*

*2<sup>nd</sup> Reading - April 26, 2004*

*Effective Date - May 5, 2004*

civic numbers to buildings and shall keep or supervise the keeping of the property information record or system identifying all civic numbers assigned by the Municipality in accordance with the procedures outlined in the Civic Numbering Manual as adopted from time to time by policy. The Civic Addressing Co-Ordinator may assign civic numbers for future buildings when subdivision approval of a lot is being sought or being obtained or when a Development Permit or Building Permit is being sought or obtained. The Civic Addressing Co-Ordinator is not obliged to assign civic numbers to undeveloped lots and may assign more than one civic number for use on the same lot or may assign one civic number for use on more than one lot. A civic number shall, when being assigned, be related to a street or private road which provides access to the building or lot and together shall make up the civic address.

6. The Civic Addressing Co-Ordinator may, by written notice to an owner, change delete, suspend or reassign civic numbers where:
  - a. reasonably necessary to avoid potentially confusing numbering, discontinuities or irregularities
  - b. necessary to assure an adequate supply of civic numbers for existing and future development;
  - c. a road or a driveway becomes a private road or a private road becomes a street.
  - d. a building has been removed, demolished or otherwise ceases to exist and has not been replaced.;
  - e. the lot upon which a building is located has been consolidated with another lot making an adjustment necessary;
7. An owner shall not post or permit to be posted on or near a lot or building a number which is not assigned to that building.
8. The owner of a lot on which a building is located shall keep posted on or near that lot the assigned civic number in the following manner:
  - 8.1 civic numbers shall be posted in a location which is not obstructed from view when viewed from the closest place on the traveled portion of the street or private road upon which the lot or building is situated (or from which it has access if it differs from the street or private road where the lot or building is situated) and from all points in at least ten (10) metres in either direction from that place. An intervening tree trunk or a vertical pole or post shall not alone be considered an obstruction for the purpose of this subsection;
  - 8.2 civic numbers shall face toward the street or private road upon which the lot or building is situated or from which it has access if it differs from the street or private road where the lot or building is situated. When the civic number is not posted on the building, then double sided signage shall be used and in which event, the civic number shall be on both sides of the sign and posted perpendicular to the street or private road. In all cases, the civic number as posted shall be posted for visibility from the street or private road that forms part of the civic address for that building or lot.
  - 8.3 civic numbers shall be in Arabic numerals;

- 8.4 the bottom of the numerals shall be a minimum of 1. metres above grade.
- 8.5 the colour of the numerals shall clearly contrast with the background upon which the numbers are displayed;
- 8.6 the specified viewing distances measured from the place where the civic number is posted to the closest edge on the traveled portion of the principal street or private road upon which the lot or building is situate or if it differs from the street or private road which provides access;
  - a. viewing distance of 15 metres or less; minimum numeral height of 65 millimetres;
  - b. viewing distance of between 15 and 30 metres; minimum numeral height of 100 millimetres;
  - c. viewing distance of between 30 and 34 metres; minimum numeral height of 125 millimetres;
  - d. viewing distance of 45 and 60 metres; minimum numeral height of 150 millimetres;
  - e. viewing distance of between 60 and 75 metres; minimum numeral height of 175 millimetres; and
  - f. viewing distance of between 75 and 90 metres; minimum numeral height of 200 millimetres;
- 8.7 in the event that
  - a. a lot is not located within 90 metres of the closest edge of the traveled portion of the street or private road upon which the building is situated or if it differs from the street or private road which provides access;
  - b. the view of the civic number would be obstructed if it were posted on the lot or;
  - c. for any other reason an owner does not post the civic number on the lot, the civic number shall be posted on a gatepost, signpost or other structure excluding a utility pole for electrical, telephone or other utility service, in a location which conforms to Subsections (1) and (2) of this Section 8 but in which case the civic addressing co-ordinator may require an additional posting or postings of the civic number on or near the lot or on the building such that the building to which the civic number applies can be clearly ascertained.
9. All persons who have a legal right to use a private road to access their property and which private road intersects a street shall take the following steps to erect and maintain a sign identifying the private road by name:
  - 9.1 obtain from the Civic Addressing Co-Ordinator the name assigned to the private road according to the Policy of the Municipality of the District of Chester and if no name has been assigned, request the Municipality to assign a name in accordance with that Policy;
  - 9.2 apply for, and use best efforts to obtain permission to erect an identifying sign and a signpost from any person or regulatory authority whose permission is required by law to erect an identifying sign and a signpost;
  - 9.3 where permission is obtained in accordance with subsection (2), erect, maintain

in good condition, and replace as necessary, a sign and signpost at the intersection of the private road and the street in a manner consistent with any conditions attached to such permission and other lawful requirements, and, except to the extent of any inconsistency with such condition or other lawful requirements, in accordance with the following standards:

- a. letter of a private road to be 6 to 6-1/4" (152 mm to 158 mm) in height, in CGTrade 3" font style;
- b. letters to be in black colour against a white background;
- c. bottom of the lettering to be between 2.1 metres or 2.2 metres above grade;
- d. signpost to be made of 4"x4" (or 10 cm x 10 cm) wolmanized wood and sufficiently fastened to the ground to hold the sign rigidly in place and to prevent turning of the sign in the wind;
- e. to the extent possible, the signpost is to be located in an unobstructed line of sight for vehicles approaching the private road from either direction along the street and to be set back a minimum of two (2) metres from the traveled portion of the street.

9.4 The obligations as set out in this section shall be joint and several with regard to the persons having a legal right to use that private road to access their property

9.5 No person shall post a name on a private road or street unless that name has been as been assigned to it according to the policy of the Municipality of the District of Chester

10. 10.1 Upon application by an owner, the Civic Addressing Co-Ordinator may provide written authorization for signage for civic numbers or street names to vary from the standards contained in the By-law, with or without conditions when:

- a. compliance with the standards is not reasonably possible, having regard to the physical features of the site or otherwise; or
- b. compliance would not as effectively meet the objectives of this By-Law as an alternative approach.

10.2 An authorization under this section may be revoked or varied by the Civic Numbering Co-Ordinator. Owners shall comply with any conditions contained within authorizations granted under this section.

11. In the event of contravention of this By-Law, in addition to any prosecution or other remedy, the Municipality may;

11.1 prepare a notice in writing to an owner to undertake remedial action including but not limited to the posting or re-posting of a civic number on a building or lot or the erection of signage for a private road;

11.2 service the notice upon an owner, which notice shall be deemed to have been sufficiently served if posted on the owner's building, lot or property;

11.3 if the remedial action has not been undertaken or completed within 14 days, the Municipality may enter upon the private property of an owner and undertake the remedial work, and charge and collect the costs of the work, the interest from

the date of the completion of the work until the date of payment, as a first lien on the property affected.

12. Any person who violates any provision of this By-law is guilty of an offence punishable on summary conviction by a fine of not less than \$100.00 and not more than \$10,000.00 and to imprisonment of not more than 2 months in default of payment thereof.
13. Any person who contravenes Section 8 of this By-law, and who is given notice of the contravention may pay the Municipality, at the place specified in the notice, the sum of \$100.00 within 14 days of the date of the notice and shall thereby avoid prosecution for that contravention.
14. The effective date of this By-law is May 5, 2004.

*Annotation for Official By-Law Book*

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|--|-----------------------|
| Date of First Reading                                  | <u>March 29, 2004</u> |
| Date of advertisement of Notice of Intent to Consider  | <u>April 7, 2004</u>  |
| Date of Second Reading                                 | <u>April 26, 2004</u> |
| Date of advertisement of passage of By-Law *           | <u>May 5, 2004</u>    |
| Date of mailing to Minister a certified copy of By-Law | <u>May 19, 2004</u>   |

I certify that this Civic Addressing By-Law #139 was adopted by Council and published as indicated above

  
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Pamela M. Myra, Municipal Clerk

May 19, 2004  
Date

\*Effective Date of the By-Law unless otherwise specified in the text of the By-Law



**MUNICIPALITY OF THE DISTRICT OF CHESTER**

**NOTICE REGARDING BY-LAWS  
CIVIC ADDRESSING BY-LAW #139**

**SEWER BY-LAW #34**

Take notice that Chester Municipal Council has considered amendments and/or adoptions of the following By-laws at a meeting of Chester Municipal Council held on the 26th day of April, 2004 at which time the Second and Final Readings were completed and the following By-laws were adopted and/or amended as follows:

1. **Adopt** - Civic Addressing By-Law #139 which:
  - a. Outlines the requirements of the posting of civic numbering on structures or properties or the posting of street names on private roads.
2. **Amend** - Sewer By-Law #34 to:
  - a. Clarify the meaning and have it conform with practice in Section 33 (2) (Western Shore Sewer) of the By-Law.

Further take notice that a copy of the above-mentioned By-Laws may be inspected/obtained between the hours of 8:30 a.m. and 4:30 p.m. at the offices of the Municipality of the District of Chester, 151 King Street, Chester.

And further take notice that the above-mentioned adoptions and/or amendments will become effective as of the date of this publication.

P.M. Myra  
Municipal Clerk

Chester, NS  
May 5, 2004

I, Pamela M. Myra, Municipal Clerk of the Municipality of the District of Chester do hereby certify that the above is a true copy of an advertisement duly advertised in the Progress Enterprise on Wednesday, May 5, 2004.

Given under the hand of the Clerk and under the Corporate Seal of said Municipality this 19<sup>th</sup> day of May, 2004.

Pamela M. Myra  
Municipal Clerk