



## URBAN ADDRESSING

This information is too unsure the correct street addressing and the clear identification of all properties within the City of Greater Geraldton. It is also to allocate property street addresses that are unique, clear, logical and unambiguous. In addition to this it also outlines the process and procedures of numbering and renumbering properties within its municipality.

### **DECIDING THE PROPERTY STREET ADDRESS**

The main pedestrian access from the street to a dwelling/building for visitors (front door) determines the correct street address for the property. The letterbox must be located on the front boundary of the property on the street to which the property is addressed. It must be close to the main access with the allocated street number clearly displayed.

Business and commercial properties without a letterbox must have the street number clearly displayed and visible from the street. This is in accordance with Landgate guidelines and to meet the requirements of Emergency Service responders and other service providers.

#### **Correct Locality/Suburb Name**

The street address allocated to a property also determines the correct locality/suburb name, which becomes a part of the address. There are 56 localities/suburbs within the City of Greater Geraldton and you can refer to the attached list of Localities/Suburbs, which also displays their corresponding Postcodes.

*Importantly, estate names like Seacrest, Forrester Park, Bayside, Eastlyn, Alexander Parklands and many more DO NOT form any part of the address.*

### **NUMBERING METHODS AND PATTERNS**

All street numbers will be consecutive and where a property street address has been allocated to a property, then that number must be used. Odd and even numbers cannot be used on the same side of street. Odd numbers will be allocated to the left-hand side of a street from the start point, and even numbers will be allocated to properties on the right-hand of a street. Cul-de-sacs will be numbered in the same way, to the head of the cul-de-sac.

Every lot is allocated a property street address, including reserves, schools, public utilities, drainage reserves and the like. Usually one property street address will be allocated per lot, but if foreseen by the City of Greater Geraldton and where possible, additional numbers will be set aside to allow for the development potential of the subject lot.

Where a lot has two street frontages (corner lot), then that property will be allocated a property street address for both streets. The City will initially use the property street address adjacent to the boundary with the smallest frontage. The unused number will be reserved in case of future use.

If a property containing a retained existing dwelling/building is redeveloped with an additional dwelling/building at the rear and there is only one street number available, the existing



dwelling/building will retain the original property street address and the new dwelling/building will be allocated “suffix” to the property street address.

If an existing lot is developed and split adjacent to the road into two or more separate lots with direct road frontage, the following provisions will be applied;

- a. Where applicable, whole street numbers will be allocated and the allocated property numbers will follow the current street numbering pattern; or
- b. Where there is only one street number available, the lot closest to the road starting point will retain the original street number and thereafter numbers with suffixes will run sequentially from that point.

Where there is only one street number available, developments will be allocated suffixes, for example 1A, 1B, 1C and 1D. Where more than four (4) suffixes are required, they will be allocated with a numeric prefix, for example 1/17, 2/17, 3/17 and so on.

## **CHANGE OF PROPERTY STREET ADDRESS**

The property owner may apply to change the property street address of a property. However it should be noted that;

- There is a presumption against changing the address of properties, where this results in the need to readdress other properties in the vicinity. The City of Greater Geraldton will only consider altering the address of a property if there are difficulties associated with the identification of the property (i.e. where the front door of a house on a corner lot faces the other street).
- The City of Greater Geraldton will not agree to a request for a change in property street address in the following circumstances:
  - a. The number is consider unlucky;
  - b. Religious reasons;
  - c. To improve the “Feng Shui” of the property;
  - d. Personal preference;
  - e. The number is not good for business;
  - f. The number/address devalues the property; and
  - g. The property is difficult to sell.
- An unused property street address which has been set aside for a corner lot will not be re-allocated to the adjoining other property as this number may be required for future purposes.
- The City of Greater Geraldton will only consider re-allocating other unused property street addresses if the adjacent property cannot be further developed.
- Requests for a change of property street address that comply with the AS/NZS 4819 (2011): Rural and Urban Addressing and which do not affect any other property can be approved.

- If other properties are affected by a request, the City of Greater Geraldton will seek comments from those owners and if objections are received, a report will be presented to Council.

## **NOTIFICATION**

Where a change of property street address is approved, the City of Greater Geraldton will immediately notify Landgate. Landgate will include the new/amended address in the State of Western Australia's Address database. The following agencies and organisations will also be notified by the City of Greater Geraldton:

- Alinta Gas
- Australian Electoral Commission (AEC)
- Australia Post (Address POST)
- Fire and Emergency Service Authority of WA (FESA)
- Synergy
- Telstra
- WA Electoral Commission
- WA Police Service – Geraldton District Office
- Water Corporation
- Western Power

All costs associated with the change of property street address remains the responsibility of the property owner. This includes the replacement and/or relocations of letterboxes, cost of new numbers etc., alterations to numbers on buildings, replacing and/or removing painted kerb side numbers, notifications to other Government agencies, business contacts, friends and acquaintances etc., as well as alterations to business and personal stationary.