



BYLAW NO. 416/21 CIVIC ADDRESSING BYLAW

A BYLAW OF THE TOWN OF STRASBOURG, IN THE PROVINCE OF SASKATCHEWAN, TO PROVIDE FOR THE NUMBERING OF HOUSES AND OTHER BUILDINGS

The Council of the Town of Strasbourg in the Province of Saskatchewan, enacts as follows:

1. DEFINITIONS

1.1 In this Bylaw:

- a. **Administrator** - The person appointed as Administrator pursuant to Section 111 of *The Municipalities Act*.
- b. **Civic Address Registry (CAR)** - A provincial program that enables municipalities to manage address locations and information through an online database and web mapping application.
- c. **Council** - The Mayor and Councillors of the Town elected pursuant to the provisions of *The Local Government Election Act, 2015*.
- d. **Flankage** - On a corner lot, the portion of the yard extending across the full width of the lot and fronting on a street, which is not the street along which the front yard extends.
- e. **Saskatchewan Public Safety Agency (SPSA)** - A provincial agency responsible for provincial emergency management, fire safety, and wildfire management in Saskatchewan as well as managing Saskatchewan's 911 emergency dispatching services.
- f. **Street** - Any road, street, road allowance, or land vested in the Crown in the right of Saskatchewan, or set aside for the purpose of the Crown in the right of Saskatchewan pursuant to any Act, but does not include a provincial highway within the Town as designated pursuant to the provisions of *The Highways and Transportation Act, 1997*.
- g. **Town** - The Town of Strasbourg.

2. NUMBERING REQUIREMENTS

- 2.1 A uniform system of numbering houses and other buildings is hereby established and is shown on the attached map identified as Schedule "A," which is attached hereto and forms part of this Bylaw.
- 2.2 A separate civic address shall be assigned for each titled lot, ascending from east to west and south to north as may be applicable in the following fashion:
 - a. Even numbers to be located on the east and north side of the street beginning with 100 and increasing by hundreds for each block.
 - b. Odd numbers to be located on the west and south side of the street beginning with 101 and increasing by hundreds for each block.
- 2.3 Notwithstanding Section 2.2 of this Bylaw, where multiple lots exist with regards to any one tax roll number, the assigned civic address shall be the lot on which the greatest portion of the residence or building exists.
- 2.4 All titled properties located along Highway No. 20, Grid Road 731, and Range Road 2220 shall maintain civic addresses as per the requirements of the Saskatchewan Public Safety Agency's (SPSA) Civic Address Registry program.

- 2.5 Each house or building shall bear the civic number assigned to the frontage on which the front entrance is situated.
- 2.6 Notwithstanding Section 2.5 of this Bylaw, upon request of the owner of a property situated on a corner lot, the number assigned may be specific to the flankage.
- 2.7 In the case that a house or building is occupied by more than one family dwelling unit or business, each separate front entrance of said house or building shall bear a separate number.
- 2.8 In the case that a house or building is occupied by more than one family dwelling unit or business, and the entrance to said building is shared, each business or family dwelling unit shall bear the same number prefaced with a unit number (beginning with number "1") then a dash and proceeding with as many as are required.
- 2.9 Numerals indicating the official number of each house or building or each front entrance shall be posted in a manner as to be visible from the street on which the property is located.
- 2.10 The Administrator shall be responsible for maintaining the numbering system and shall keep a record of all numbers assigned under this Bylaw.
- 2.11 All existing numbers of houses and other buildings not now conforming to the provisions of this Bylaw shall be changed to conform to the system herein adopted.

3. ENFORCEMENT

- 3.1 Any person who does not comply with this Bylaw will be billed the total cost incurred by the Town to erect the property signage.
- 3.2 Where the Administrator or designate believes that a person has contravened any provision of this Bylaw, a Notice of Violation may be served in the amount indicated in Schedule "B," which is attached hereto and forms part of this Bylaw.
- 3.3 The Notice of Violation as provided in Section 3.2 shall indicate that the Town will accept voluntary payment to be paid to the Town within 14 days.
- 3.4 The Notice of Violation as provided in Section 3.2 shall be delivered either personally or by mailing, or leaving same at their last known address and such service shall be adequate for the purpose of this Bylaw.
- 3.5 Such notice shall be deemed to have been served:
 - a. On the expiration of 24 hours after it is post-marked, if the notice is mailed; or
 - b. On the day of actual delivery, if the notice is served personally.
- 3.6 The Notice of Violation shall be in such form as determined in Form 1 and shall state the section of the Bylaw, which was contravened, and the amount, which is provided in Schedule "B" that will be accepted by the Town in lieu of prosecution.
- 3.7 Where any person contravenes the same provision of this Bylaw two or more times within one 12 month period, the specified payment payable in respect of the second or subsequent contravention is double the amount shown in Schedule "B" of this Bylaw in respect of that provision.

3.8 Notwithstanding the provisions of this Section, a person to whom a Notice of Violation has been issued pursuant to this Section may exercise their right to defend any charge of committing a contravention of any of the provisions of this Bylaw.

4. SEVERABILITY

4.1 A decision of the court that one or more of the provisions of this Bylaw are invalid in whole or in part does not affect the validity, effectiveness, or enforceability of the other provisions or parts thereof with respect to this Bylaw.

5. REPEAL OF BYLAWS

5.1 Bylaw No. 342/14 being a Bylaw to Provide for the Numbering of Housing and Other Buildings is hereby repealed.

6. COMING INTO FORCE

6.1 This Bylaw shall come into force and take effect on the final date of passing by Council.



Mayor
Jennifer Josephsen

Administrator

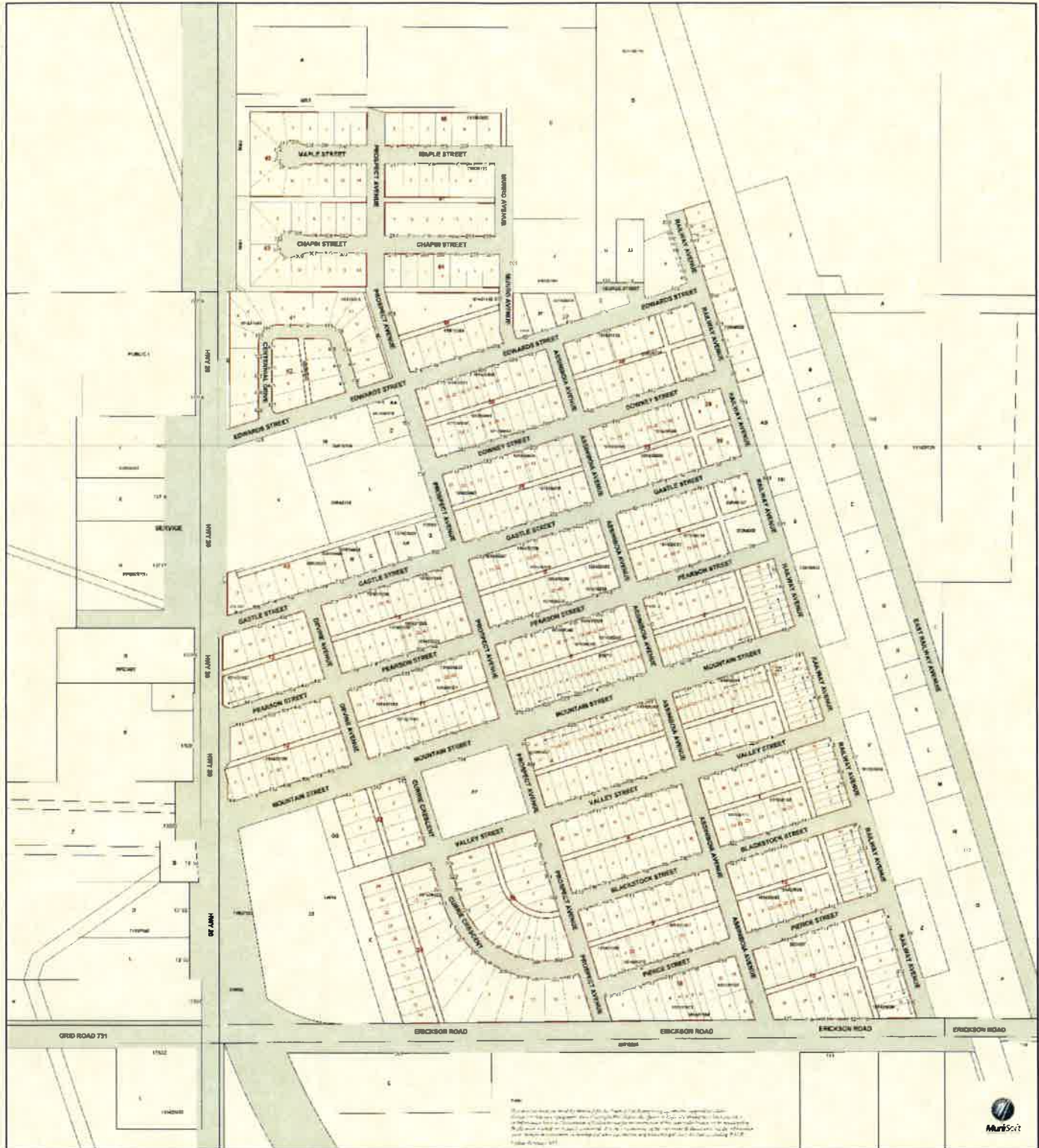
Certified to be a true copy of Bylaw
No. 416/21 adopted by the Council
of the Town of Strasbourg, on the
14th day of April, 2021.

[SEAL]

Administrator



SCHEDULE A BYLAW NO. 416/21 TOWN MAP



Maple Street
Van P Street
Chapin Street
Edward Street
Conroy Street
Castle Street
Pearson Street
Mountain Street
Valley Street
Blackstock Street
Pierce Street





**SCHEDULE B
BYLAW NO. 416/21
ENFORCEMENT AND PENALTIES**

| SECTION | OFFENCE | PENALTY | VOLUNTARY PAYMENT |
|---------|--|---|--|
| 3.3 | Non-Compliant or Improper Civic Addressing Signage | \$150.00 plus cost of installing property signage | \$75.00 plus cost of installing property signage |



FORM 1
BYLAW NO. 416/21
NOTICE OF VIOLATION



Town of Strasbourg
NOTICE OF VIOLATION



Property Owner(s): _____

Property Owner(s) Civic Address: _____

Date of Infraction: _____, 20____ Time of Infraction _____

DID COMMIT THE FOLLOWING CONTRAVENTION(S) OF THE PROVISIONS
UNDER BYLAW _____.

| Section | Offense | Voluntary payment amount if made within 14 days | Penalty amount after 14 days |
|---------|---------|---|------------------------------|
| | | | |
| | | | |
| | | | |

Comments:

I, _____ (Bylaw Enforcement Officer), believe and certify that the above contravention(s) have been committed as specified.

Signature of Bylaw Enforcement Officer

Dated this _____ day of _____, 20____.

YOU MAY MAKE PAYMENT OF THE ABOVE PENALTY AT THE TOWN OFFICE DURING REGULAR OFFICE HOURS OR BY MAIL WITHIN FOURTEEN (14) DAYS OF THE DATE OF ISSUANCE OF THIS NOTICE OF VIOLATION. IF YOU DO NOT MAKE A VOLUNTARY PAYMENT WITHIN THE TIME SET OUT ABOVE, YOU SHALL BE LIABLE TO PROSECUTION AND UPON SUMMARY CONVICTION YOU SHALL BE LIABLE TO THE PENALTY AMOUNT INDICATED ON THIS NOTICE.

APPEAL: You may make an appeal to defend any charge of committing a contravention of a bylaw by written appeal to the Town of Strasbourg, Box 369, Strasbourg, SK S0G 4V0.