

## Kadaltilla / Park Lands Authority

### Street Numbering, Lot Fourteen

Thursday, 24 March 2022  
Board Meeting

Author:  
Manager Finance &  
Procurement

Public

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### Purpose

The street numbering system at the City of Adelaide has been in place for over 100 years and is based on the design principles determined by Colonel William Light in designing the city. The street numbering system, as set out in the City of Adelaide Street Numbering Policy, was developed in 1884 and last amended and endorsed by Council on 9 May 1994.

The street numbering system has been designed to ensure the orderly, logically sequenced, easily understood, and consistent allocation of street numbers within the city.

In August 2020, Council reviewed and noted the Street Numbering Policy based on the vision and principles of Colonel William Light's design for the City and as a result, no substantial changes were made to the Policy.

Since that time there have been numerous requests to amend the policy position regarding street numbering, particularly from businesses located at Lot Fourteen, and the Health and BioMedical Precinct to allow street numbers, particularly on the Park Lands side of North Terrace.

The issues outlined by those groups who are located in the areas proposed to be numbered in this report include inability to prove the location of their business, impacts to eligibility for grants (as they can't provide or prove an address), daily issues with visitors and couriers being able to locate them.

This report seeks advice from Kadaltilla regarding amendments to the Street Numbering Policy, which facilitate street numbers being allocated on the Park Lands.

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### Recommendation

THAT THE ADELAIDE PARK LANDS AUTHORITY ADVISES COUNCIL:

That Kadaltilla / Park Lands Authority:

1. Supports Council revising the City of Adelaide Street Numbering Policy to remove the exclusion of the Park Lands for the allocation of street numbering, where development is approved and established.

## Implications

|   |  |
|---|--|
| Adelaide Park Lands Management Strategy 2015-2025             | <a href="#">Adelaide Park Lands Management Strategy 2015-2025</a><br>Street Numbering in the Park Lands aligns with the strategic objective regarding Connecting places and spaces as it allows for improvement of services supporting infrastructure in the Park Lands. |
| APLA 2020-2025 Strategic Plan                                 | <a href="#">Adelaide Park Lands Authority 2020-2025 Strategic Plan</a><br><a href="#">Strategic Plan Alignment – Advice</a><br>The report seeks advice of Kadaltilla/Park Lands Authority regarding the Street Numbering Policy that will impact the Adelaide Park Lands |
| Policy  | The Street Numbering Policy may be updated with more explicit wording regarding the installation of Street Numbering in the park lands.  |
| Consultation  | Not as a result of this report.  |
| Resource  | Not as a result of this report.  |
| Risk / Legal / Legislative                                    | The existence of street numbering in the Park Lands is not against any requirements of the Planning Code or the existing policy.   |
| Opportunities   | The installation of street numbering will provide greater opportunity for the businesses operating from the developed areas of the park lands and better assist the logistics and operations of their business.  |
| City of Adelaide Budget Allocation                            | Not as a result of this report.  |
| Life of Project, Service, Initiative or (Expectancy of) Asset | Not as a result of this report.  |
| Ongoing Costs (eg maintenance cost)                           | Not as a result of this report.  |
| Other Funding Sources   | Not as a result of this report.  |

## Discussion

1. Current street numbering in the City of Adelaide is based on the allocation of ten numbers per town acre. With the exception of the Terraces, which are the boundaries between the built city and the Park Lands, street numbers are allocated based on odd numbers on one side of the street, and even numbers on the other. This is managed through the City of Adelaide Street Numbering Policy (the Policy)(Attachment 1).
2. Administration has recently undertaken an internal review of the Policy and notes that Council has scope to vary the street numbering as required:

*Council may from time to time alter a numbering system or substitute a new numbering system.*

*Council reserves the right to direct owners to change the building or allotment street numbers where the existing numbering is inappropriate or confusing.*

*Council must immediately notify the Valuer-General and Australia Post of a decision of the council to adopt, alter or substitute a numbering system under this section.*
3. Although some sections of the policy explicitly exclude the Park Lands, the policy also recognises and allows for the potential need for street numbering on the Park Lands side (noting that this has not been enacted to date):

*On the Terraces, street numbers are allocated sequentially to the inside or 'built city' side of the Terrace. The outer or Park Lands side has no street numbers allocated.*

*However, in the event numbers are required, the numbers will continue from the last number of the last Town Acre on 'built city' side of that Terrace, from the first Town Acre directly opposite on the Park Lands side and then continue to the other end of that Terrace.*

In 2016, Council investigated and consulted with key stakeholders, including building owners and the then Department of Planning, Transport and Infrastructure, and found there was no identified need for allocation of street numbers on the Park Lands.
4. In August 2020, Council reviewed the Policy and confirmed that there was no compelling, urgent or emerging business or community need to amend the policy or change the allocation of street numbers, and that the complexity of the work required, and the related costs could be substantial. It was decided that the Street Numbering Policy would not be changed at this time, and the street numbering on North Terrace, along with East, South and West Terraces on the Park Lands side, would remain as they were.
5. The complexities identified in the work required to allocate street numbers include:
  - 5.1. The scope of numbering the northern side of North Terrace would need to consider the flow of numbers from the beginning of Port Road which connects to North Terrace (in front of the Royal Adelaide Hospital) as well as the flow of numbers onto the other terraces.
  - 5.2. To ensure the street numbers flowed correctly, the scope of the project would need to extend to include all sections of road in the city that do not have a number. Currently the policy states that the Terraces, as the boundaries between the 'built city' and Park Lands, are only numbered on the inside or 'built city' side of the Terrace. The outer, or Park Land side, has no street numbers allocated. If street numbers were allocated to buildings on the north side of North Terrace, all the Terraces should be subject to the same policy, to ensure the numbers flow.
  - 5.3. If the Park Land side of the Terraces were to be numbered, then North and South Terrace would need to be numbered sequentially from west to east commencing at West Terrace, and East and West Terrace would need to be numbered on the Park Land side sequentially north to south commencing at North Terrace.
  - 5.4. For consistency, the Council may need to consider numbering all the Park Lands.
6. Since 2020, there have been numerous requests from the businesses located within Lot Fourteen, and other businesses on North Terrace to revisit this issue.
7. The Lord Mayor and senior staff have engaged with the businesses at Lot Fourteen and the Health and Biomedical Precinct (including SAHMRI, and the Universities) to better understand their requirements.
8. The absence of street numbers has created significant issues, including the inability to prove the location of their business which impacts the eligibility for business start up grants. There are also daily issues regarding visitors and courier companies, who don't have a physical address, which impacts the operations of many of these businesses.

9. The complexities and scope of work required have not changed since the 2020 investigation and the allocation of street numbers on the Park Land side of the Terraces would be a significant project, requiring additional staff and financial resources and extensive public consultation. However, given the changing development environment and the requests from Lot Fourteen, it is timely to reconsider the value and impact this work may have on our community.
  10. The current policy allows and provides guidance for numbering on the Park Lands side, however should the numbering go ahead, some rewording to the policy would be required to remove any relevant references that exclude Park Lands.
  11. It is recommended that Kadaltilla / Park Lands Authority consider supporting the allocation of street numbers in the Park Lands, and the associated rewording of the City of Adelaide Street Numbering Policy.
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## Attachments

Attachment A - Street Numbering Policy

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- END OF REPORT -

# STREET NUMBERING POLICY

11 August 2020

Council

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## PURPOSE

The purpose of this policy is to:

Establish a system for allocating street numbers in order to facilitate a consistent address format across the Council area, as well as providing for alterations to existing street numbers.

Ensure that every address site within the boundaries of the Council area is clearly identified with a number or number range for all buildings and allotments.

Assist Council staff to implement appropriate street numbering processes across the City of Adelaide.

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## PRINCIPLES

Each piece of land has a logical street number which:

- should be simple to manage, is logical to users, and uniform across all properties within the Council area.
- is based on the street frontage affording access to the premises thus clearly identifying the access point to a property and the location of the post box.
- provides clear and unambiguous information to emergency services recognising Council's responsibility to ensure the public safety of the community.
- facilitates the efficient delivery of goods and services.
- is compatible with adjoining Councils where roads cross council boundaries.
- is consistent with the Australian/New Zealand Standard "Rural and urban addressing" (AS/NZS 4819:2011).

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## STATEMENT

Section 220 of the *Local Government Act 1999 (SA)* (the Act) makes Councils responsible for the allocation of street numbers.

Street numbering in the City of Adelaide is based on the allocation of ten (10) numbers per town acre as originally laid out by Colonel William Light.

For the City of Adelaide, the determination of street numbers has been delegated to the Chief Executive Officer by virtue of a resolution of Council made on 21 December 1992.

The Chief Executive Officer has delegated this responsibility to the Rates and Valuation Team.

The general policy for the allocation of street numbers in the City was determined by Council on 11 November 1884 and reinforced by Council in 1919.

### **Application of this document**

This document is approved by Council and no part of the document may be amended without Council approval.

The approved document includes the body of the document and any explanatory documents.

The policy is applicable to the whole organisation including any wholly owned subsidiaries.

### **General**

A Council may adopt a numbering system for buildings and allotments adjoining a road.

Council assigns a number (as part of its primary street address) to all buildings or allotments adjoining a public road (excluding Park Lands) created after the commencement of any land division.

### **Allocation of Numbers**

All requests and allocations of numbers will be assessed according to this Street Numbering Policy.

Street numbers will be allocated following Development Approval (DA) being granted for a new development application.

Property owners must submit a written request for a change of the street number attributed to their building or allotment (if the street number is within their range).

A property owner must not adopt a building or allotment street number that is inconsistent with the numbering system adopted by Council.

### **Street Numbering Amendment**

Council may from time to time alter a numbering system or substitute a new numbering system.

Council reserves the right to direct owners to change the building or allotment street numbers where the existing numbering is inappropriate or confusing.

Council must immediately notify the Valuer-General and Australia Post of a decision of the council to adopt, alter or substitute a numbering system under this section.

### **Notification**

Public notice must be given of the adopting, altering, or substituting of a numbering system of a public road.

Council will notify the applicant and any affected property owners in writing of any new or changed numbers.

### **Penalties**

Property owners are obliged under "the Act" to comply with Council requirements. Section 220 of "the Act" provides for penalties where owners of land:

- Adopt a number for a building or allotment that is inconsistent with a numbering system adopted by the Council.
- Do not display the appropriate number for the owner's building or allotment in a form directed or approved by the Council.

### **Numbering of Streets**

Street numbering in the City of Adelaide is based on the allocation of ten (10) numbers per Town Acre (64.008 metres) as originally laid out by Colonel William Light. (i.e. 1 number per 6.4 metres).

However, as few Town Acres are exactly 64.008 metres the policy has been adopted whereby the first nine (9) numbers are 6.4008 metres wide with the tenth (10th) number being smaller or greater than 6.4008 metres, depending on the actual width of the Town Acre.

In accordance with the above, street numbering is measured from each new Town Acre boundary nearest the lowest street number.

Every metre of street frontage contained within a Town Acre is allocated a street number whether such number is used or not. The only exception to this rule relates to all Park Lands and the Park Lands portion of the Council's five (5) squares.

### **Exceptions**

Not all streets commence at a Town Acre boundary. In this case, the frontage of each address is to be as though the spacing for numbering frontages had commenced at the Town Acre boundary.

This may lead to a discrepancy in the length of a numbered frontage of the first address (*refer attachment, Figure 1*).

Where the length of the first number frontage is less than 500 millimetres, this frontage will be included with the adjacent frontage to which the first number will be allocated (*refer attachment, Figure 2*).

Where a street has a significant change of direction, the street number will increase incrementally at the point of change of direction. The same method noted in the paragraph above is used to determine the first street number in the new direction. It is acknowledged that this will have the effect of throwing out of alignment the normally regular demarcations of the street numbers for one side of the street as opposed to the other.

Previously, a number of dead-end streets were made through streets without amending the street numbering. This has resulted in the numbers in these streets running in the wrong direction.

Examples:

Adelaide – Byron Place (both sections)  
North Adelaide – Marian Street

### **Key rule**

Under no circumstances shall a street number overlap a Town Acre boundary.

### **Incidence of title boundaries**

It will frequently be found that there is no coincidence between certificate of Title boundaries and street numbering demarcations.

Accordingly, street numbers are to be allocated in accordance with the best fit, having regard to both the unused known as numbers and relative locational co-ordinates between street number demarcations and title boundaries.

### **Odd and Even Street Numbers**

With the exception of the Terraces (*refer attachment, Figure 3*) which are the boundaries between the "built city" and "Park Lands", street numbers are allocated on the basis of odd numbers on one side of the street and even numbers on the other.

Odd numbers are allocated to land on the south side of east-west streets and the land on the west side of north-south streets. Even numbers are on the north and east sides, respectively.

On the Terraces, street numbers are allocated sequentially to the inside or 'built city' side of the Terrace. The outer or Park Lands side has no street numbers allocated.

However, in the event numbers are required, the numbers will continue from the last number of the last Town Acre on 'built city' side of that Terrace, from the first Town Acre directly opposite on the Park Lands side and then continue to the other end of that Terrace.

### **Increments of less than 6.4 metres**

Where there are insufficient street numbers for buildings or occupancies, 'A' numbers may be allocated.

These should be avoided where possible, however where necessary will be allocated following the main street number in the order of number followed by a letter (e.g. 210, 210A).

As a general rule, levels above and below ground level will only be allocated a separate unique street number where a separate street frontage doorway exclusively services the particular area.

### **Direction of Flow of Street Numbers**

#### **South of the River Torrens**

In southern Adelaide, with the exception of the Terraces, street numbers generally flow outwards from King William Street in the case of east-west streets with the lowest street number commencing at the King William Street end.

In the case of north-south streets, the numbers generally flow southwards from the River Torrens (lowest number to the north).



A general exception to the above rule relates to dead-end streets which are numbered commencing with the lowest number at the open end.

In the case of the Terraces, North and South Terraces are numbered sequentially west to east commencing at West Terrace, whilst East and West Terraces are numbered sequentially north to south commencing at North Terrace.

The exception is numbering on the Park Lands side of the Terraces, for numbering methodology refer Odd and Even Street Numbers section above.

### **North of the River Torrens**

In North Adelaide, all street numbers flow from east to west in east-west streets (lowest number at the eastern end) and from the River Torrens northwards, in the case of north-south streets (lowest number to the south).

A general exception to the above rule relates to dead-end streets which are numbered commencing with the lowest number at the open end.

### **Allocation of Street Numbers to Buildings with no Street Frontage**

Where an allotment fronting a street contains a number of buildings some of which do not themselves have a street frontage (e.g. rear), where possible, the street number most applicable to the access to such buildings will be the street number applicable to those buildings.

For units and flats in buildings having no street frontage or no separate street level access for each unit or flat, the address for such units or flats will be the unit/flat number followed by the street address of the most likely perceived access to those units or flats.

In extreme circumstances, it may be desirable to allocate a street name to the access roadway and issue a separate set of street numbers in respect to the newly created street (*refer attachment, Figure 4*).

Street naming is undertaken by the Strategic Property team within the Property Program.

### **Allocation of Street Numbers to Allotments having no Street Frontage**

Where an allotment in separate ownership has no street frontage, that allotment should be allocated the street number applicable to the access roadway serving that allotment in conjunction with an identified "OFF".

Where such allotment contains multiple buildings requiring the allocation of separate numbers, application should be made to the Strategic Property team for allocation of a street name.

### **New Developments**

For the majority of cases for new developments, individual street numbers will be allocated to each ground level occupancy.

Except in rare cases (refer to: Increments of less than 6.4 metres), upper and lower levels of a multi-level development will be allocated the full range of street numbers applicable.

Council will proactively assist developers in organising street numbering for the building or allotment per this policy.

Where a building or allotment is on the corner of two named streets, the owner should be offered the choice of street frontage and appropriate range of numbers they may wish to use.

The owner should be requested to respond to the Rates and Valuation team advising them of the preferred street frontage so that the valuation records can be correctly initiated.

However, as a minimum, the selected street frontage must have an entrance into the building allowing for public access and the letter box must be placed on the same street frontage and within the relevant Town Acre.

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### OTHER USEFUL DOCUMENTS

#### Related documents

- Figure 1. Town Acre Boundary, and street number spacing.
- Figure 2. Numbering where boundary is less than 500mm.
- Figure 3. Terraces surrounding the City of Adelaide; and
- Figure 4. Numbering of buildings that do not have direct street frontage.

#### Relevant legislation

- *Local Government Act 1999 (SA)*

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### GLOSSARY

Throughout this document, the below terms have been used and are defined as:

**Allotment** – a defined allocation of land within the City of Adelaide.

**Certificate of Title** – is an official record of land ownership in South Australia and defines the boundary of ownership.

**Terraces** – the boundaries between the built city and Park Lands. Refers to North, West, South and East Terraces within Adelaide, and Barton, Lefevre, Kingston Terraces, McKinnon and Sir Edwin Parades, Pennington, Strangways, and Mills Terraces within North Adelaide. (*Refer map in attachment, Figure 3.*)

**Town Acre** – Is 64.008 metres squared. Colonel William Light divided city land into 1042 town acres; 700 in South Adelaide (City) and 342 in North Adelaide.

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### ADMINISTRATIVE

As part of Council's commitment to deliver the City of Adelaide Strategic Plan, services to the community and the provision of transparent information, all policy documents are reviewed as per legislative requirements or when there is no such provision a risk assessment approach is taken to guide the review timeframe.

This Policy document will be reviewed every **two** years unless legislative or operational change occurs beforehand. The next review is required in **September 2022**.

**Roles and Responsibilities:**

It is the responsibility of the Manager Financial Accounting to perform this review.

**Review history:**

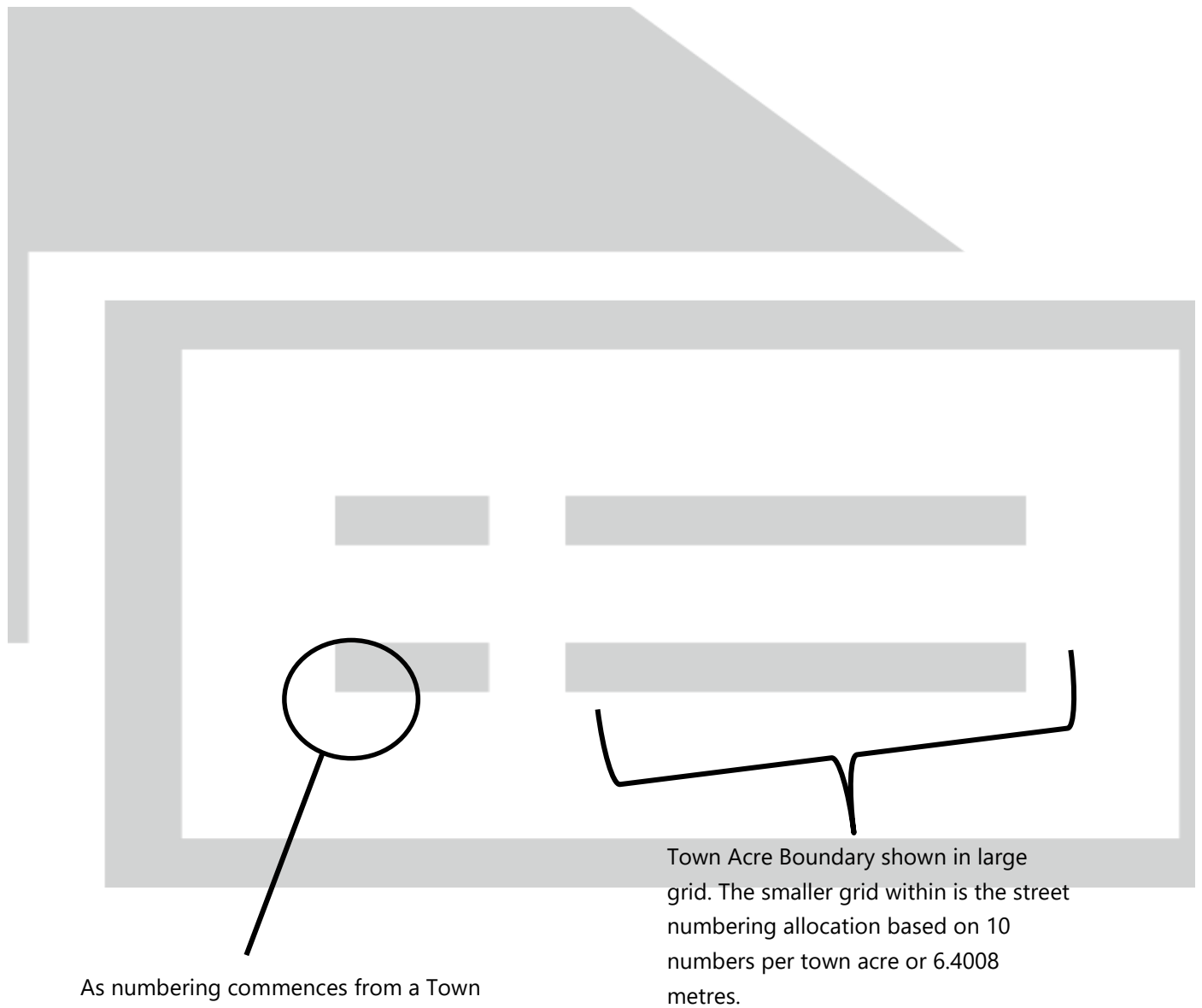
| Trim Reference | Authorising Body | Date/ Decision ID | Description of Edits      |
|----------------|------------------|-------------------|---------------------------|
| ACC2020/102984 | Council          | 11/08/2020/20411  | Transfer to new template. |
| ACC2008/178358 | Council          | 09/05/1994        | Minor revisions made.     |

**Contact:**

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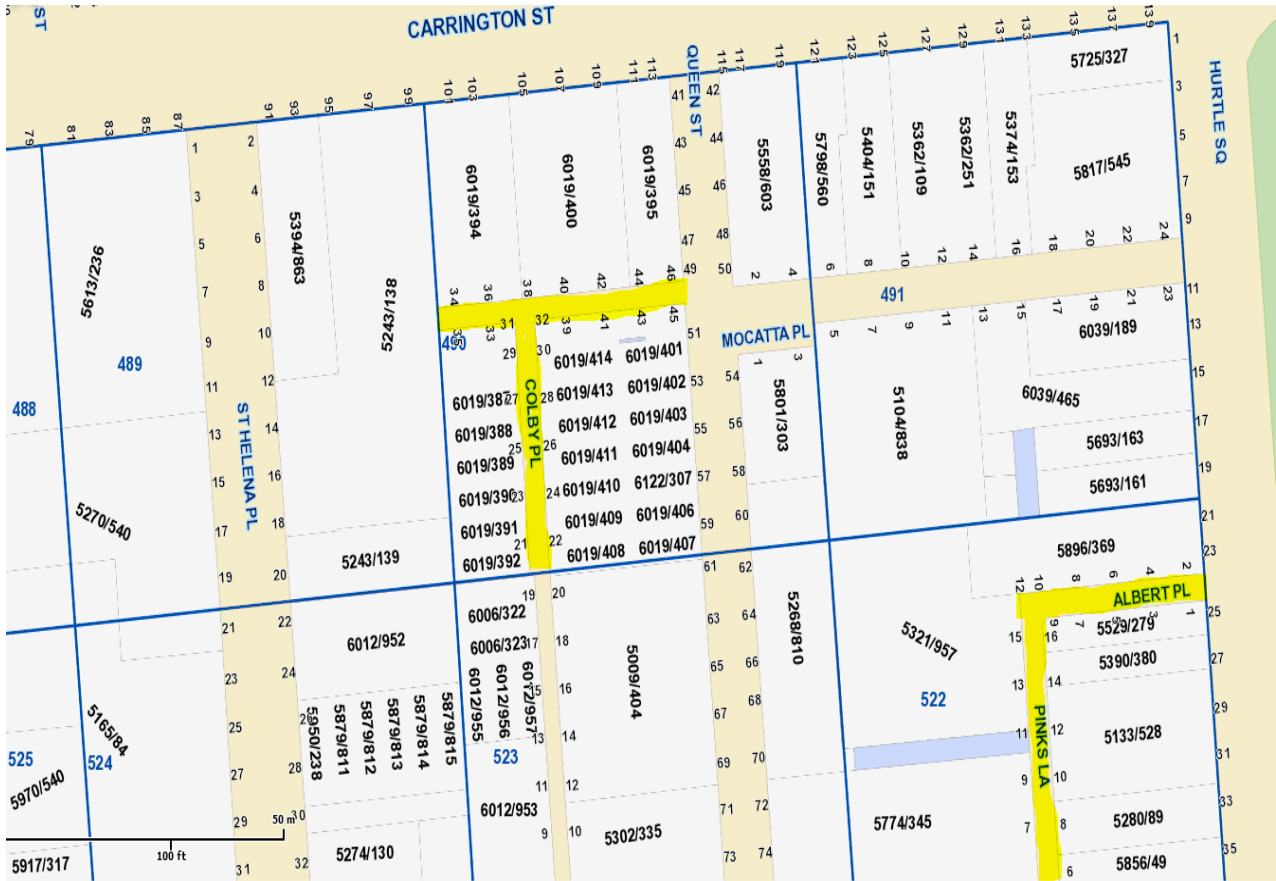
Figure 1. Town Acre Boundary, and street number spacing.



As numbering commences from a Town Acre, both the numbers 70 and 72 Grote Street show the width of their respective numbered frontages to be much smaller than their adjacent numbers.

Town Acre Boundary shown in large grid. The smaller grid within is the street numbering allocation based on 10 numbers per town acre or 6.4008 metres.

Figure 2. Numbering where boundary is less than 500mm.



**Enlarged view**

The narrow slither facing north is less than 500mm wide, so it takes on the adjacent number being 33.

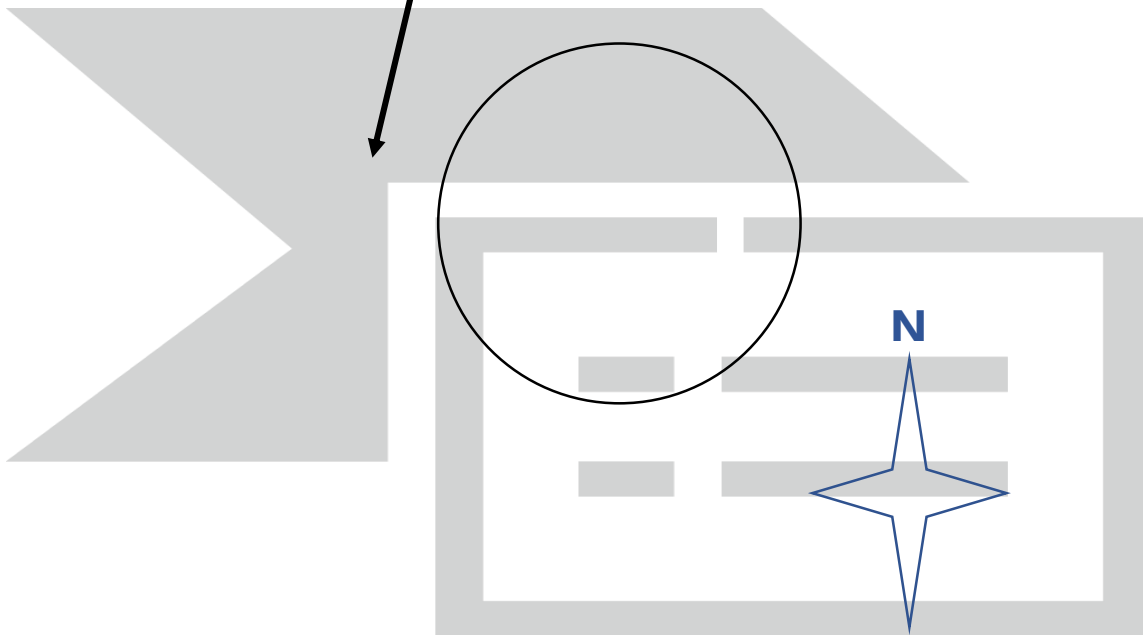
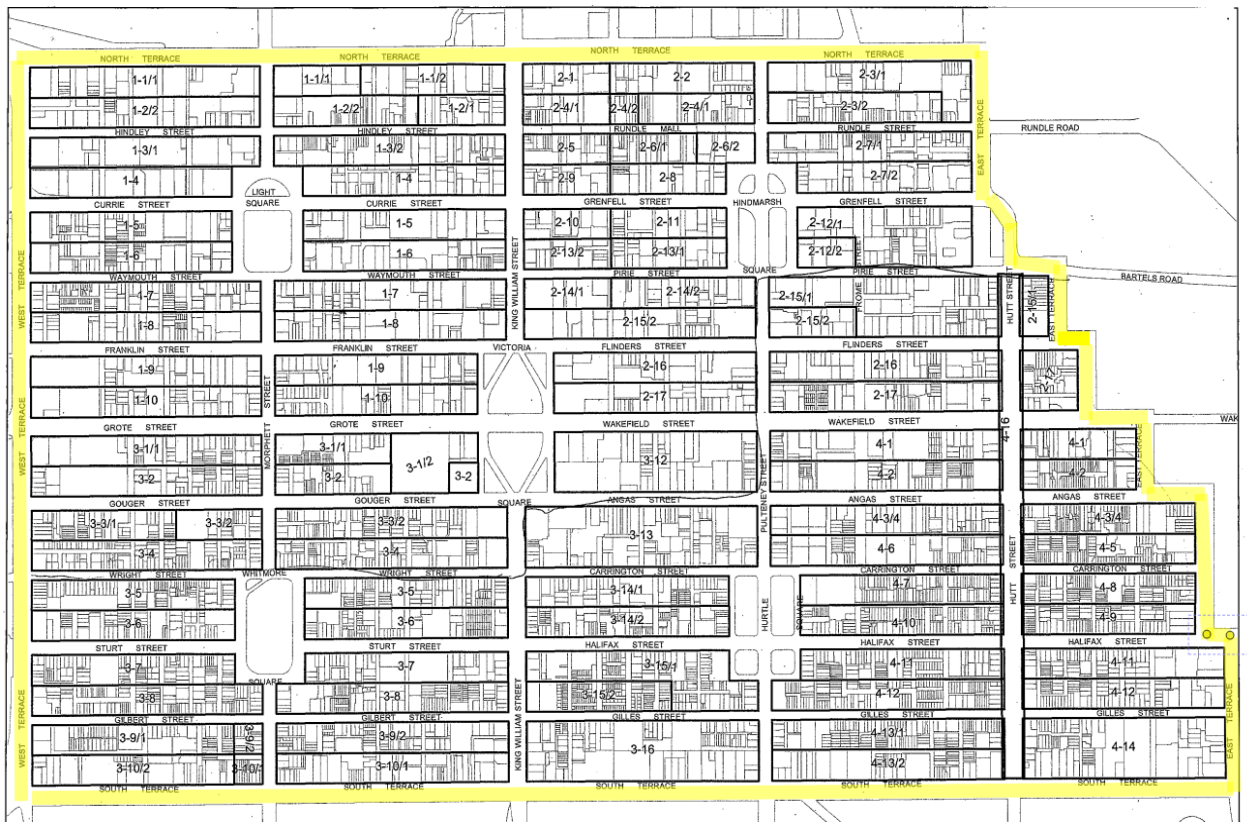
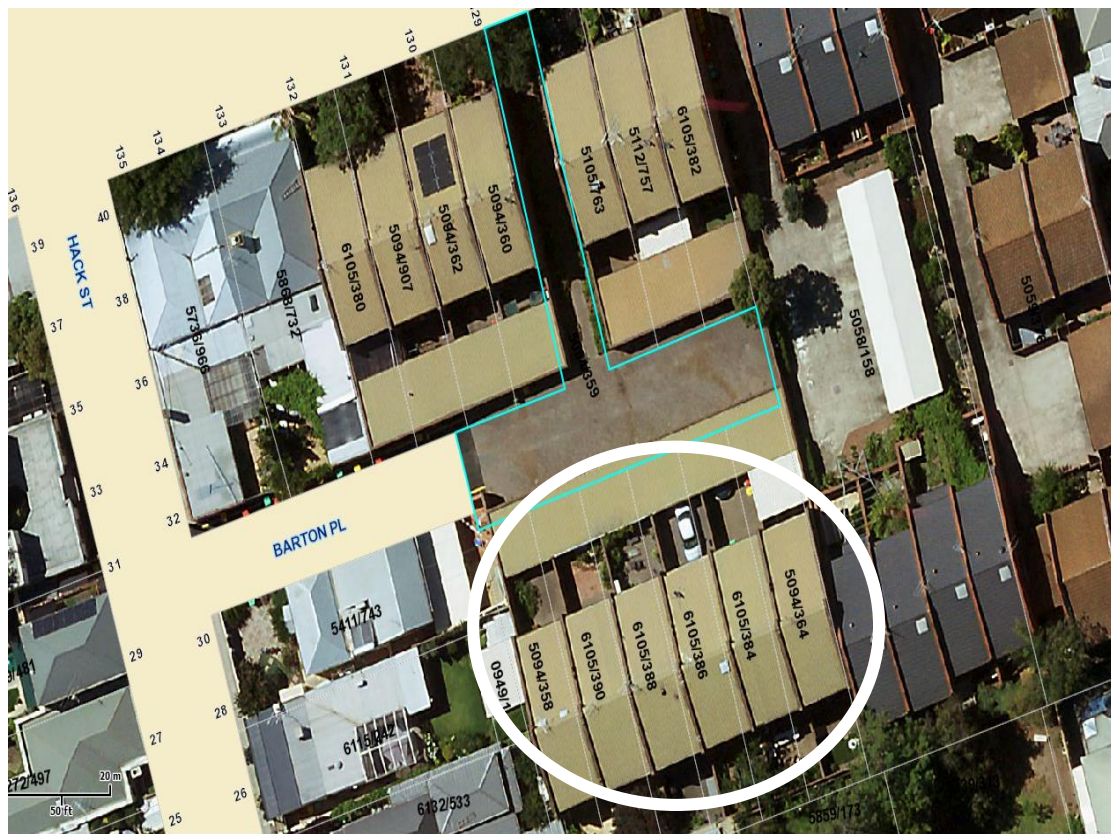


Figure 3. Terraces surrounding the City of Adelaide.



**Figure 4. Numbering of buildings that do not have direct street frontage.**



The main access to the units highlighted is from Hack Street via the access way.

Due to the number of premises along this access way it was appropriate to have it formally named, Barton Place.