
Date

The following was adopted as Policy by **Resolution No. 19.09.268** at the **Regular Council Meeting** held **September 17, 2019**.

Address Change Reimbursement Policy No. 08.99 and all amendments thereto are hereby repealed.
Lake Country Road Naming Policy No. 08.98 and all amendments thereto are hereby repealed.

Purpose

This Policy shall guide the **Director** in assigning **addressing numbers** and ensuring that the appropriate number plates are installed, in order to maintain a complete and consistent civic addressing system within the District. In addition, it will ensure that natural attributes, flora and fauna, wildlife and historical influences of the community are recognized through road naming.

Definitions

The following words apply:

"Address Grids" means the Address Grids on the District of Lake Country's Geographic Information System.

"Address Number" means the number of a property which is used, or intended to be used, as part of the address for the property.

"Director" means the Director of Community Development or their designate.

Policy

1.0 GENERAL

- 1.1 No person shall display, or permit the displaying of, any **address number** on a parcel other than the number currently assigned pursuant to this Policy.
- 1.2 The **Director** may, at any time and as deemed necessary, designate the **address number**, re-designate an **address number** or assign a series of **address numbers** to any parcel or building, or part thereof.
- 1.3 Where the District initiates a road name change or address change, the District will compensate affected property owners and businesses pursuant to the following:
 - a) Property owners whose address will change as a result of a District-initiated road name or address change will be reimbursed for the cost of one six-month 'Change of Address' with Canada Post.
 - b) Business owners whose address will change as a result of a District-initiated road name or address change and who have a valid business licence as of the date of initial notification by the District will be reimbursed for the cost of one four-month 'Change of Address' with Canada Post, and up to \$100 for stationery costs.

- c) Property owners and/or business owners will also be reimbursed up to \$25 for the cost of replacement exterior address numbers.

1.4 Original invoices must be provided to the District in order to claim and receive reimbursement.

2.0 ASSIGNING OF ADDRESS NUMBERS

- 2.1. The **Director** shall designate the **address number** upon:
 - a) Registration of a subdivision creating three (3) or more parcels (excluding the parent parcel); or
 - i. the parent parcel may also be assigned a new address number pursuant to this Policy.
 - b) Issuance of a building permit for existing parcels.
- 2.2. The **address number** assigned shall allow for expansion to accommodate future growth in the area.
- 2.3. A particular **address number** shall not be unused for any reason (ex. 13, 44, 69, or 666).
- 2.4. One **address number** shall be assigned per parcel, except where otherwise permitted in this Policy.
- 2.5. An area with an established **address number** pattern shall continue to use that numbering pattern.
- 2.6. The **address grids** shall be used to determine the **address number**.
- 2.7. **Address numbers** shall increase sequentially Northward on all streets generally running North-South. (See Figure 1)
- 2.8. **Address numbers** shall increase sequentially Eastward on all streets generally running West-East. (See Figure 1)
- 2.9. Parcels on North and West sides of streets shall have even numbers. (See Figure 1)
- 2.10. Parcels on the South and East sides of streets shall have odd numbers. (See Figure 1)

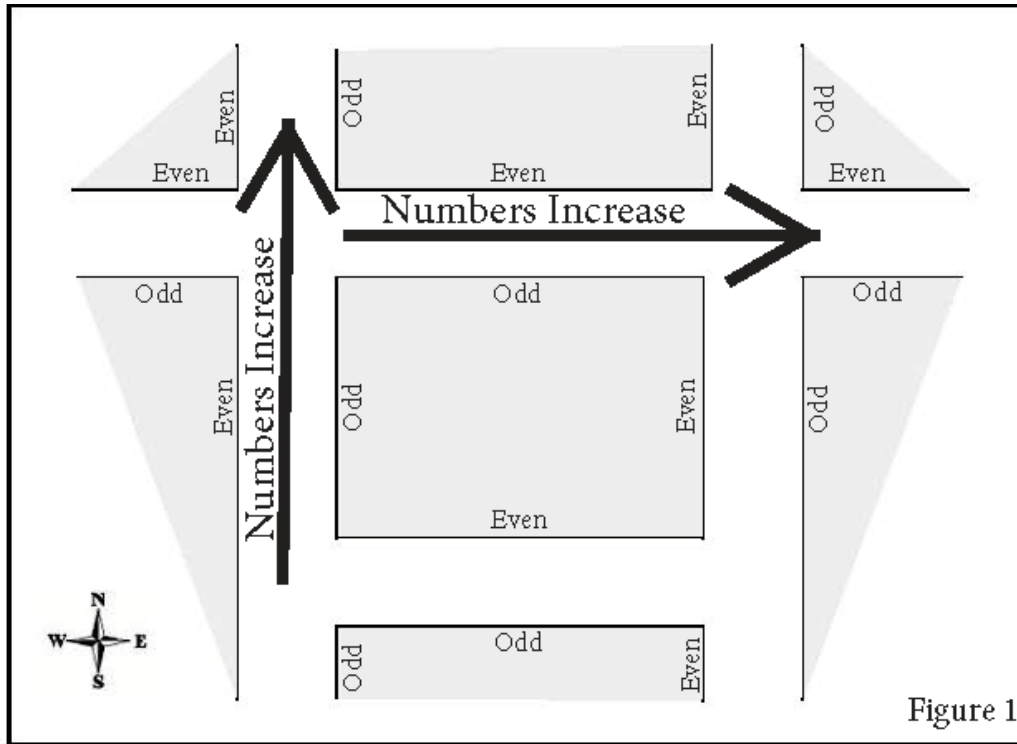
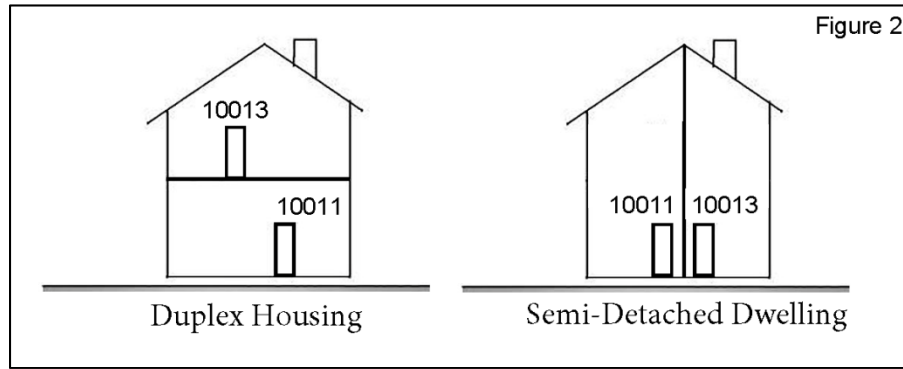
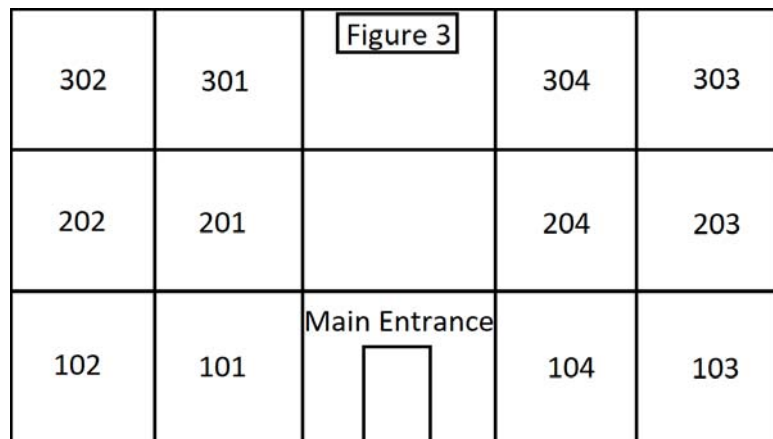


Figure 1

- 2.11. For streets with only one exit each parcel shall be assigned an **address number** beginning at the street access and following the **Address Grids**.
- 2.12. For streets curved but generally in one direction shall have the curve ignored and each parcel be assigned **address numbers** in accordance with their general direction.
- 2.13. For parcels on a corner lot an **address number** shall be assigned in accordance with the street which the approved driveway access location is on.
- 2.14. All single detached housing units and mobile homes shall be assigned one (1) **address number**.
- 2.15. All permitted additional single detached housing units or mobile homes on a parcel shall be assigned a separate **address number**.
- 2.16. All permitted secondary suites and accessory suites shall be assigned the same **address number** as the principal dwelling with the additional identifier of "A" (ex. 12345A Smith Road).
- 2.17. All duplex housing and semi-detached housing (see Figure 2) shall be assigned one (1) **address number** for each unit.



- 2.18. All row housing and stacked row housing shall be assigned one (1) **address number** for each unit providing all the approved driveway accesses face a public right-of-way. If one or more driveway accesses face other than a public right-of-way, only one (1) **address number** shall be assigned per parcel and one (1) unit number shall be assigned per unit (ex. Unit 1, 12345 Jane Street).
- 2.19. All commercial and industrial buildings shall be assigned one (1) **address number** for each unit providing all the approved driveway accesses face a public right-of-way. If one or more driveway accesses face other than a public right-of-way, only one (1) **address number** shall be assigned per parcel and one (1) unit number shall be assigned per unit (ex. Unit 1, 12345 Jane Street).
- 2.20. All buildings with units on more than more one floor shall be assigned an **address number** for each unit in an increasing numeric order and in a clockwise manner from the main entrance (see Figure 3).



- 2.21. A parcel containing a mobile home park shall be assigned one (1) **address number** and one (1) unit number shall be assigned per unit.
- 2.22. Pre-addressing shall be completed for:
 - a) subdivisions creating three (3) or more parcels (excluding the parent parcel) that have received an approved preliminary lot layout; and
 - b) strata/multi-unit developments creating three (3) or more units.
- 2.23. Prior to pre-addressing the owner shall provide the **Director** with a copy of the key plan that identifies the lot numbers.
 - a) In the case of strata lots the strata lot numbers shall correspond with the assigned **address numbers**.

3.0 STANDARDS FOR ADDRESS NUMBERS

- 3.1 Every owner shall place and maintain the designated **address number**, on a contrasting background and of a size in conformance with Table 3.1.1 on the building in a place that is easily visible from the road.
- 3.2 If a single family dwelling is on a corner lot, the **address number** shall be displayed facing the street named in the address.
- a) For all other buildings on a corner lot, the **address number** shall be displayed on each façade facing a street, in addition to the front entrance of the building.
- 3.3 **Address numbers** shall be:
- a) in plain block numerals, not script or written;
- b) made of durable waterproof materials; and
- c) affixed to the building so as to not be easily removed.
- 3.4 No person shall affix the **address number** to any utility pole or to any District property.

Table 3.1.1

Building Setback from Road	Minimum Non-illuminated Character Height Size	Minimum Illuminated Character Height Size
0 - 15m (0-49.2ft)	10cm (4in)	8cm (3in)
15 - 20m (49.2ft-65.6ft)	15cm (6in)	10cm (4in)
Greater than 20m (65.6ft)	20cm (8in)	15cm (6in)

Where landscaping or other structures obscure the visibility of a building from the road, the owner shall erect on the building property within sight of the road, a sign meeting the requirements for a 0 – 15m building setback from road, but not exceeding 0.4m² total area.

4.0 ASSIGNING OF ROAD NAMES

- 4.1 In selecting a name for municipal roads, consideration will be given to local geography, local natural habitat and local history of the municipality or neighbourhood constituency area.
- 4.2 All roads shall be designated as a street, road, drive, crescent, lane, place or other “type” of road based on standard urban planning practices as determined by the **Director**.
- 4.3 Road names shall be chosen from a list of names (attached as Schedule “A”) that have been provided to the District from community organizations and District Committees and Commissions.
- 4.4 Prior to amending Schedule A by adding additional names and prior to final approval of selected road names, the proposed names shall be referred to utility agencies, 911 Dispatch and the Central Okanagan Regional District in order to avoid duplication and conflict.
- 4.5 District Committees, Commissions and community organizations will periodically be solicited for new names to add to Schedule A, and the additions included by Council amendment to this policy.

4.6 Once a name is approved, the Engineering Department shall ensure that the following agencies are informed of the names:

Canada Post Corporation

RCMP

Ministry of Transportation

BC Transit

Emergency Health Services (BC Ambulance)

Regional Districts of Central Okanagan and North Okanagan

Fire Departments

Relevant electric, gas and telecommunications utilities

4.7 The Approving Officer will ensure that road names that are part of a subdivision plan have been approved pursuant to policy.

Original signed by James Baker

Mayor

Original signed by Reyna Seabrook

Corporate Officer

Schedule A to Policy No. 174, 2019

September 2019

Road Name	Category	Background	Available
Aldred	Pioneer		Y
Allingham	Pioneer		Y
Barge	Water-Animal		Y
Beggs	Pioneer		Y
Blaze	Apples		Y
Blossom Time	Flora/Fauna	varies from one fruit to another but signifies the advent of spring beauty in our community.	Y
Brodie	Pioneer	Walter Brodie was one of the most well-known growers in the Winfield area, growing up here with his parents on Okanagan Centre Road. Walter experimented with new apple varieties and tried to change the name of Spartans to Royal Mac without success.	Y
Caesar	Pioneer		Y
Captain's Way	Pioneer		Y
Carp	Water-Animal		Y
Caspers	Pioneer	Hi, My family of 8 moved to Winfield B.C. in 1965. My dad was a active member of the fire department for (I believe) 25 years captain included. He was Nick Caspers Sr. Since my dad's passing in 2002 my mom now lives in Vernon but all us kids are here. Brother is in Creston. My mom thinks (I agree) that to have a street named "Caspers" would be wonderful thing for our dad's memory. We hope you will consider our family name for one of your streets.	Y
Christalina	Cherries		Y
Claridge	Pioneer	Three generations of Clarridges have lived in Oyama since the 1930's. The Clarridges Senior had a small farm (at the gate to Kalwood Farms which was at the east end of Todd Road. This was bought and incorporated into Vernon Ellison's holdings when the Claridges Senior could no longer maintain it. Their sons, Dick and Alan continued to live in Oyama. See Richard Roleke's well written account of Alan Claridge (morning Star). Alana and Don Claridge live on Hebbert Road. It would be appropriate to name a road for Claridge's in the south eastern part of Oyama. Alan's contribution was was a chairman of the agricultural land commission and president of BC Fruit Growers Association and Oyama Community Club. Vernon Ellison coined the name Kalwood from Kalamalka and Wood Lakes to use for his farm Kalwood Fars which was on both sides of the lakes.	Y
Constable	Pioneer		Y
Cooney	Pioneer		Y
Crayfish	Water-Animal		Y
Delicious	Apples		Y

Schedule A to Policy No. 174, 2019

September 2019

Road Name	Category	Background	Available
Dewar	Pioneer	Donald Dewar arrived in Oyama in 1910 from Scotland. After surviving in the Ambulance Corps during WW1 he returned to Oyama in 1916 and purchased land on which to grow fruit. He ingratiated himself in many co community activities. Donald's wife, Dora, arrived in Oyama from Shrewsbury England to join him in the community. They had 2 sons, Duncan and Malcolm who both served in the Canadian Air Force during WWII. Duncan was killed overseas, Malcolm was a pilot. He returned home to Oyama after the war and took over his fathers orchard. Malcolm (Mac) and Lorna and their four children lived and worked the farm. Mac and Lorna are still part of the Oyama community living in the old family home. Mac Served as chairman of the Vernon Fruit Union Board and also was on the Wood Lake Water Fee Board for many years. He was a founding member of the Oyama Volunteer fire Dept. as well as a founding member of the Oyama Legion Br 189. The name "Dewar" would be a fine tribute to a pioneer family to be included in future road names.	Y
Duchess	Flora/Fauna	a pale yellow summer apple with faint red stripes, this is an early variety that ripens about the same time as Transparent. It is a heritage variety that was grown in the early to mid 1900's here.	Y
Dulcet	Apples		Y
Etheridge	Pioneer	by 1899 there were enough children in the area to start a school. The first teacher was Miss Effie Etheridge. The school was built near the junction of the Beaver Lake and Intake Roads and was called the Duck Lake School.	Y
Fiesta	Apples		Y
Fuji	Flora/Fauna	reference to our orchard heritage and different variety of names of fruits	Y
Gleed	Pioneer		Y
Glo Haven	Flora/Fauna	reference to our orchard heritage and different variety of names of fruits	Y
Goldrich	Apricot		Y
Grannysmith	Flora/Fauna	a green hard apple that has a tart/sweet flesh.	Y
Gravenstein	Apples		Y
Greer	Pioneer	Peter Greer was the beloved vice-principal of the newly opened George Elliot Secondary School, then principal for many years.	Y
Harrow	Pear		Y
Hikichi	Pioneer		Y
Holzmann	Pioneer		Y
Jewel	Other	for Oyama	Y

Schedule A to Policy No. 174, 2019

September 2019

Road Name	Category	Background	Available
Johnathan	Apples		Y
Jubilee	Apples		Y
Kinnaird	Pioneer		Y
Kobayashi	Pioneer	the name of a large Japanese family that came here in the early 1900's. One of the most well-known of this family, Tsigh (pronounced "sigh"), was the community electrician for many years as well as being the leader of a popular dance band in Winfield. He advertised his electrical business with the logo: "Let me fix your shorts".	Y
Kobayashi	Pioneer		Y
Koyama	Pioneer		Y
Lapin	Flora/Fauna	refers to the large dark mid-season sweet cherry that is rain-resistant and popular for it's size.	Y
Loon	Birds		Y
Lovegrin	Pioneer		Y
Marsh	Water-Animal		Y
Maude Allen	Water-Animal	Kal Lake Tug	Y
McAnulty	Pioneer	Irish doctor who came to lake Country (Winfield) in the early 1960's to share doctoring with Dr. Marion Dobson who had come from Scotland in the mid 1950's.	Y
McGladery	Pioneer		Y
Merganser	Birds		Y
Meteor	Cherries		Y
Montmorency	Cherries		Y
Nairne	Pioneer		Y
Nicola	Flora/Fauna	a red apple with white flesh, developed by the researchers at PARC in Summerland and commercialized around 2000.	Y
Nuthatch	Birds		Y
Nuyens	Pioneer		Y
Ogilive	Pioneer		Y
Old Stage Road	Historical	refers to the trail which in 1875 was the only existing route. It passed Okanagan Centre Road, Wood's Ranch, and the west side of Long Lake, now known as Kalamalka Lake. At that time the government contracted James Layton to construct the Old Stage Road which was later rebuilt.	Y
Packham	Pear		Y

Schedule A to Policy No. 174, 2019

September 2019

Road Name	Category	Background	Available
Paul Gottlieb Konig	Pioneer	Born in Switzerland, became a master chef, travelled the world and then came to Canada. On his way to Canada he met and married Gertrude. They settled in Vancouver and he became the head chef at the Terminal Club, a very prestigious private club. They had 5 children. In 1939 he moved to Winfield with his wife to open the first tree nursery and landscaping business. He also had an apple orchard. Many old orchards and trees and shrubs planted in the Winfield area came from his plantings and landscaping jobs. He died in a car accident by Woods Lake in the late 1950's and is buried in the Lake Country Cemetary with his wife and daughter by his side.	Y
Perfection	Apricot		Y
Phyllis MacPherson	Pioneer	I would like to nominate Phyllis MacPherson to have a road named after her, I had the opportunity to volunteer with her over the Christmas period after being made redundant from my workplace, I have found another job in Kelowna and regret not being able to spend more time with the fantastic ladies and gentlemen there, I learnt a lot about Lake Country and cooking from the ladies!	Y

Schedule A to Policy No. 174, 2019

September 2019

Road Name	Category	Background	Available
Ransom Road	Pioneer	<p>In 1960, my grandparents Howard and Marjorie Ransom moved their family (my mom, two brothers and a sister) from Vancouver Island to Winfield after purchasing the General Store on Highway 97 (it was eventually torn down and is now where the Lake Country Inn is). They lived in the house above and operated the store until 1976. During those years, my mom and her siblings all attended Winfield Elementary and George Elliott. My aunt (who is the youngest) was born in Winfield and is still a Lake Country resident today.</p> <p>My grandfather passed away in 1975 but my Grandma continued to run the store by herself for about another year. After selling it, she moved to a house on Cheryl Road, which she lived in for 20 years. She was a very active member in the Winfield community. She sang in the United Church choir and loved attending the craft bazaars where she quite often sold all of her wonderful handiwork. She remarried in 1978 and her and her husband (Gerry Grennier) were very involved with a square dancing club in Winfield. She decided to take up painting later in her life and she was a natural talent. She also sold many of her paintings at various arts and crafts sales. I have a wonderful painting she did of the general store hanging in my home. I was very young when my Grandma eventually sold the store, but I believe that it was a very important business to Winfield during the years they owned it.</p> <p>Sadly, my Grandma passed away in 2009 and I think it would be a wonderful tribute to her to have a road named after her after living in Winfield for a few years shy of 50.</p>	Y
Reliance	Flora/Fauna	reference to our orchard heritage and different variety of names of fruits	Y
Rheam	Pioneer		Y
Samba	Cherries		Y
Sandra Rose	Cherries		Y
Sapphire	Other		Y
Shumay	Pioneer		Y
Sommer	Pioneer	Sommer family owned the acreage at 10660 Highway 97 and farmed it since the early 1950's. As the property may become developed soon, I would like to see their name used on that property.	Y
Sonnet	Cherries		Y
Sproule	Pioneer	submitted by granddaughter, 2017-10-03	Y
Strawberry Jones	Pioneer	refers to a fellow who for several years in the 1920's owned the property on which the Frank orchard is now located on Okanagan Centre Road East. He tried his had at growing strawberries there, likely using water from the natural springs to irrigate his crops.	Y

Schedule A to Policy No. 174, 2019

September 2019

Road Name	Category	Background	Available
Sweetheart	Flora/Fauna	reference to our orchard heritage and different variety of names of fruits. New crunch dark sweet cherry variety commercialized by Pacific Agri-research centre in Summerland in the early 1990's.	Y
Symphony	Cherries		Y
Tadpole	Water-Animal		Y
Takenaka	Pioneer	one of the Japanese onion and corn farmers from the 50's and 60's whose family still owns the farm at the corner of Bottom Wood Lake Road and Lodge Road.	Y
The Flats	Historical	refers to the flat lands from Wood Lake to Duck lake.	Y
Thorlakson	Pioneer	Icelandic immigrants Thorlakur & Ingebjorg Thorlakson arrived in the Okanagan in 1898 and played a prominent role in the history of Carr's Landing and the Commonage area in general. Some of their descendents remain in the community to this day.	Y
Tocher	Pioneer		Y
Transparent	Flora/Fauna	a pale green summer apple with tender skin and tart juicy flesh, it ripens in late July in Lake Country. This apple makes wonderful apple pies and sauce. It is one of the heritage varieties that is not widely planted today.	Y
Tugboat	Water-Animal		Y
Urlich	Pioneer		Y
Walraven	Pioneer		Y
Wharf	Water-Animal		Y
Whiteoak	Pioneer		Y
Whitson	Pioneer		Y
Winoka	Historical	the name given to the packinghouse in Okanagan Centre. It passed through a number of owners, but was a historic building on the waterfront. Fruit left our community by barge from the docks at Okanagan Centre for many years.	Y
Yellow Bell	Flora/Fauna	is one of the beautiful yellow flowers that grew wild on our hillsides in days gone by.	Y