

## INFORMATION SHEET 6

### Street Naming & Numbering

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## 1. Selection of Street Names on New Development

The developer is requested to provide preferences for street names as soon as possible after planning approval for the development has been given. If no preferences are submitted, the City Council will progress their own through the approval process.

It should be noted that proposals for street names should not include peoples names (unless historic, which may be considered) and must not be the same or similar to existing street names in the city.

**Street nameplates must be erected by the Developer before any dwelling within the street is occupied.**

## 2. Numbering of New Dwellings

House numbers will be allocated by the Council.

The Developer must inform the City Council when properties have been constructed to foundation level and numbers must be allocated before any dwelling is occupied.

Please note that it is the policy of the City Council not to allocate number 13 to any property.

The Developer is responsible for notifying the street names and numbers to the occupiers. A copy of the street naming and numbering information must be displayed on site by the Developer until all dwellings are occupied.

## 3. Nameplate Specification

Street Nameplates shall be manufactured from either:

- 11 SWG Aluminium with die-pressed lettering in 90 mm Kindersley style with 12.5 mm Raised Beading.
- 3mm UV stabilized Impact Resistant Polycarbonate with lettering in 90 mm Kindersley style

The depth of plate will be approximately 180 mm.

Lettering and beading shall be white reflective on blue non-reflective RAL colour code reference 0/012.

The City Council encourages developers to use recycled materials wherever possible, however, as only new materials should be used within conservation areas, we should be consulted before the use of such materials.

#### 4. Method of Fixing

Nameplates are to be erected on both sides of a road at each junction. Repeater signs are to be placed at approximate 500 m intervals where there is a considerable length of highway involved. These repeaters are to be sited opposite the junction with minor roads.

Nameplates should be fixed to walls of buildings at a height of 2.5 m to underside of sign, in order to avoid vandalism or alternatively, to boundary walls at a mounting height of 450 mm to the underside of plate using one-way (anti-vandal) screws.

Where it is not possible to fix nameplates to walls and only as instructed by the City Council, nameplates are to be fixed onto either:

- Two steel RHS capped galvanised posts
- Two recycled plastic posts

Each post to be 1070 mm long by 75 mm x 50 mm and located such that each end of the nameplate projects 150 mm from the outer face of the post and such that the underside of the nameplate is 450 mm above ground level.

The ends of the posts are to be sunk 450 mm below ground level and bedded in and surrounded by C10P concrete. The concrete shall extend on each side of and below the post by a minimum of 75 mm. The post top shall be below the top edge of the nameplate.

Nameplates for erection on posts shall be strengthened by angle irons or channels fixed to top and bottom of the nameplate and whole assembly shall be fixed to the posts using 'Signfix' clips or similar fixings as approved by the City Council.

#### 5. Culs-de-sac

In certain instances and where required by the City Council, nameplates of Culs-de-sac shall be manufactured with the subsidiary wording "Culs-de-sac" printed under the road name.

#### 6. No Through Roads

In some situations an additional 'T' no through road may be required as part of the street nameplate.