

**Policy: Policy on Naming and Re-naming Private Roads**

**Date Originally Approved: March 30, 2000**

**Motion: "That the Policy on Naming and Re-naming Private Roads be approved."  
Motion carried.**

**This Policy is current as of: March 30, 2000**

**MUNICIPALITY OF THE COUNTY OF COLCHESTER  
POLICY ON NAMING AND RE-NAMING  
PRIVATE ROADS**

**PURPOSE**

1. The Council of the Municipality of the County of Colchester “may by policy name or re-name any . . . private road”, pursuant to s. 313(1)(c) of the *Municipal Government Act*, c. 18 of the Statutes of Nova Scotia of 1998.

**DEFINITIONS**

2. In this Policy:

- (a) “majority of property owners” and “majority consensus” requires agreement amongst the owners of more than half the lots which are required to have a civic address on the private road, and “two-thirds majority” requires agreement amongst the owners of two-thirds or more of the lots which are required to have a civic address on the private road;
- (b) “Municipality” means Municipality of the County of Colchester and “Municipal” has a corresponding meaning;
- (c) “private road” means any street, road, lane, bridge or other thoroughfare accessible to motor vehicles which is not a “street” as defined herein (including the entire road right-of-way) and which either
  - (i) serves as a principle vehicular access to three or more lots or buildings subject to civic addressing pursuant to Provincial or Municipal legislation or subordinate legislation; or
  - (ii) is identified graphically on a final plan of subdivision filed after the effective date of this policy, whether or not it is then physically in existence;
  - (iii) or which the Municipality’s Property Information Manager otherwise determines should be assigned a name by the Municipality’s Property Information Department to facilitate emergency response service;
- (d) “Street” means any public street, highway, road, lane, bridge or thoroughfare accessible to vehicle traffic owned by the Province of Nova Scotia or a Municipality, including a public highway;
- (e) Other words used have the same meaning as defined in governing provincial or Municipal legislation or subordinate legislation from time to time, unless the context indicates otherwise.

**NAMING PRIVATE ROADS**

3. In respect of private roads which do not have a name assigned to them by the Municipality’s Property Information Department or in respect of which the Municipality’s Property Information Department initiates re-naming under paragraph (c) of section 4 of this Policy, it is the policy of the Municipality of the County of Colchester:

- (a) Subject to paragraph (b) and (c) of this section, to permit a majority of property owners whose lots have or are required to have a civic address on the private road to name the private road;
- (b) To permit Municipal staff, in accordance with such administrative procedures as may be developed by the Property Information Manager and approved by the Chief Administrative Officer from time to time, to name a private road if the majority of property owners referred to in paragraph (a) of this section either refuse to name it or cannot obtain majority consensus upon a name within a reasonable time;
- (c) To permit Municipal staff, in accordance with such administrative procedures that may be developed by the Property Information Manager and approved by the Chief Administrative Officer from time to time, to reject any private road names that do not conform with road naming standards and guidelines promulgated by the Province of Nova Scotia or the Municipality from time to time, including but not restricted to guidelines designed to avoid confusion or duplication in the naming of private roads.

#### **RE-NAMING OF PRIVATE ROADS**

4. In respect of private roads which have a name assigned to them by the Municipality's Property Information Department (including names developed by Oldham Engineering Ltd. or others and accepted by the Municipality), it is the policy of the Municipality of the County of Colchester:

- (a) Subject to paragraph (b) of this section, and in accordance with such administrative proceedings as may be developed by the Property Information Manager and approved by the Chief Administrative Officer from time to time, to permit a two-thirds majority of property owners whose lots have or are required to have a civic address on the private road to re-name the private road by submitting a signed petition to the Property Information Manager;
- (b) To permit Municipal staff, in accordance with such administrative procedures that may be developed by the Property Information Manager and approved by the Chief Administrative Officer from time to time, to reject any private road names that do not conform with road naming standards and guidelines promulgated by the Province of Nova Scotia or the Municipality from time to time, including but not restricted to guidelines designed to avoid confusion or duplication in the naming of private roads.
- (c) To permit Municipal staff to initiate the renaming of a private road in accordance with the provisions of section 3 of this Policy as though the private road did not have a name assigned to it by the Municipality, if:
  - (i) a temporary, numerically coded name is the name assigned to a private road by the Municipality's Property Information Department for emergency response purposes (including names developed by Oldham Engineering or others and accepted by the Municipality); or
  - (ii) the Municipality's Property Information Manager determines that a name previously assigned by the Municipality's Property Information Department (including names developed by Oldham Engineering Ltd. or others and accepted by the Municipality) was assigned in error or does not conform with road naming standards and guidelines

promulgated by the Province of Nova Scotia or the Municipality from time to time, including but not restricted to guidelines designed to avoid confusion or duplication in the naming of private roads.

**PRESUMPTION IN CASES OF COMMON OR JOINT OWNERSHIP**

5. In administering this policy, where a lot is owned jointly or in common amongst several people or corporations, it shall be presumed that one of the joint or common owners speaks on behalf of all of them, unless the contrary is expressly signified to the Property Information Manager.

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| <b>Clerk's Annotation For Official Policy Book</b>                                  |       |
| Date of Notice to Council Members<br>of Intent to Consider [7 days minimum] : _____ |       |
| Date of Passage of Current Policy : _____   |       |
| I certify that this Policy was adopted by Council as indicated above.               |       |
| _____   | _____ |
| Clerk   | Date  |