



TOWN OF BURIN CIVIC ADDRESS NUMBERING REGULATIONS

PUBLISHED BY AUTHORITY

Pursuant and by virtue to the powers conferred by Section 178 (1) and (2) of the Towns and Local Service Districts Act, Chapter T-6.2, the Town of Burin hereby enacts the following Regulations which were adopted at a Public Council Meeting held on **April 1, 2026**.

1. TITLE

These Regulations shall be known and cited as the “Town of Burin Civic Address Numbering Regulations.”

2. DEFINITIONS

In these Regulations, the following words, unless the context otherwise requires, shall have the following meanings:

- (a) “**Act**” means the Towns and Local Service Districts Act, Chapter T-6.2;
- (b) “**Civic Address**” means the civic number and street name;
- (c) “**Civic Number**” means the number assigned to a property by the Council in accordance with these Regulations;
- (d) “**Corner Lot**” means a lot or parcel of land abutting upon two or more streets at their intersection or upon two parts of the same street forming an interior angle of less than 135 degrees;
- (e) “**Council**” means the Town Council of the Town of Burin;
- (f) “**Lot**” means any plot, tract or parcel of land, which can be considered as a unit of land for a particular use or building;
- (g) “**Main Building**” means a building which is the main use of the lot on which it is located;
- (h) “**Owner**” means any person, firm or corporation controlling the property under consideration;
- (i) “**Residential Lot**” means a lot used exclusively or primarily for a dwelling or dwelling unit;

- (j) **“State of Good Repair”** means the civic numbers are complete and visually apparent and in structurally sound condition, plumb and securely anchored & all stained or painted elements are maintained and free of peeling;
- (k) **“Street”** means street, road, highway or other way designed or intended for the public use for the passage of vehicles and pedestrians, owned by the Authority or other public agency and maintained at public expense and is accessible by the fire department and other emergency vehicles;
- (l) **“Street Line”** means the edge of a street, road or highway reservation as defined by the authority having jurisdiction;
- (m) **“Street Name”** means the official name of a street and street type as it appears in the Town of Burin Municipal Assessment Roll; and
- (n) **“Town”** means the Town of Burin.

3. APPLICATION

- (a) All properties within the Town of Burin’s boundaries shall have numbers attached to the main building easily identifying the civic address of that property;
- (b) For new construction, occupancy permits will not be issued until a number, meeting the requirements of these Regulations, is attached to the building;
- (c) For existing buildings, a civic number is displayed on a building or property on the date of the enactment of these Regulations shall continue to be its civic number until such time as Council may, by written notice, direct otherwise;
- (d) For existing buildings, civic numbering signs that do not conform to these Regulations may continue to be used until such time as the Council advises the property owner in writing;
- (e) The Town of Burin shall assign civic addresses to each building lot as a subdivision is approved. Addresses are assigned starting at number one (1) of the left hand side and number two (2) on the right hand side of the street. Numbers shall be skipped for any road reservations.
- (f) The Town of Burin may, by written notice to the property owner, change or reassign civic numbers to correct errors, inaccuracies or rationalize civic numbering along a street or road as a result of new development projects.

4. GENERAL INFORMATION

- (a) The owner shall be responsible for displaying the number of the building in a location which is visible from the roadway;
- (b) The Town shall not issue a permit to occupy until a number is posted on the building;
- (c) If suites or apartments are constructed within the dwelling on the lot, the owner will be responsible to assigning “A” and “B” to the appropriate units;
- (d) If properties are subdivided, Council will assign civic addresses and may require an “A” or “B” if sequential numbers are not available;
- (e) One civic address will be assigned per building lot;
- (f) Numbers shall not be obstructed by trees, shrubs or ornaments hanging from the building;
- (g) The minimum character size of numbers on residential properties shall be in accordance with the following table:

Distance of Building Line Setback from Street Line	Minimum Character Size
0 – 15m (0 – 49.2 feet)	10 cm (4 inches)
15 – 20m (49.2 – 65.6 feet)	15 cm (6 inches)
Greater than 20m (65.6 feet)	20 cm (8 inches)

- (h) The bottom of the numbers on residential properties shall be a minimum of 1.2m (48 inches) above grade;
- (i) The minimum character size of numbers on non-residential properties shall be 25cm (10 inches);
- (j) The bottom of numbers on non-residential lots shall be a minimum of 2.13m (84 inches) above grade;
- (k) The colour of the numbers shall not blend in with the colour of the building;
- (l) Numbers may be made of metal, plastic or wood; and
- (m) Numbers shall be displayed on the street side of the building.

5. REVIEW AND AMENDMENTS

All sections of these Regulations have been developed in accordance with the Towns and Local Service Districts Act. These regulations are reviewed as required following new information or knowledge.

6. PUBLICATION

These Regulations will be published on the Town of Burin website in 2026.

7. ENACTMENT

These Regulations came into effect once adopted by Motion of Council (**Motion #202604-048**), voted on by a majority of the Councillors in attendance at the Town Public Council Meeting on **April 1, 2026**.

IN WITNESS WHEREOF, the Seal of the Town of Burin has been here unto affixed, and these Regulations have been signed by the Town Manager and the Mayor on behalf of the Council.

Town Manager: Leo Hartson

Date: April 7/2026

Mayor: Kevin Lundregan

Date: April 7/2026

