



# HARLOW COUNCIL

## Street Naming and Numbering Policy

2008



## **1. INTRODUCTION**

The address of a property is increasingly becoming a very important issue. More organisations, postal and emergency services and the general public need an efficient means of locating and referencing properties.

Harlow Council needs to be contacted if:

- A developer requires addresses for a new property or properties.
- A property owner wants to renumber or rename their property.
- A property owner wants to give their property a name.
- A developer wishes to create a new street within a development.

## **2. STREET NAMING POLICY**

The Council gives preference to names which reflect the historical significance of the site.

1. It should be noted that some sites already have designated themes. For example, the Princess Alexandra Hospital area uses names of trees. Existing themes should be respected and continued wherever possible.
2. Street names should not be difficult to pronounce or spell.
3. New street names should not duplicate any similar name already in use within the district. A variation in the terminal word, for example, "street", "road", "close", "avenue", will not be accepted as sufficient reason to duplicate a name.
4. Buildings (including those on corner sites) are numbered according to the street in which the main access/entrance is to be found and the manipulation of numbering in order to secure a "prestige" address or to avoid an address which is thought to have undesired associations will not be sanctioned.
5. Streets can be named after people related to a particular site or area. Such names will only be considered, however, if the person in question is deceased.
6. It is the responsibility of the developer to provide street nameplates at the appropriate locations. The Council can provide advice on specification, quantity and locations.
7. Development names will not be considered to form part of the final address.



### **3. NUMBERING POLICY**

No sanction will be given to the avoidance of any numbers, such as; 13, 7, 4, and so on, and a proper sequence should be maintained.

1. Legislation permits the use of numbers followed by letters. These are needed, for instance, when one large house in a road is demolished and replaced by four smaller houses. To include the new houses in the numbered road sequence would involve renumbering all the higher numbered houses on that side of the road. If a considerable number of other houses would be affected, then to avoid this each new house should be given the number of the old house with either "A", "B", "C" etc added.
2. As a general rule all roads will be numbered with odd numbers on one side, usually the left and evens on the other, usually the right. Cul-de-sac developments maybe numbered sequentially.
3. The Councils numbering sequence is final. In the event of a disagreement the matter will be determined by the Head of Property and Facilities.
4. Properties will be numbered in relation to the road in which their primary pedestrian access is located.