

# Individual Streetlight Request Procedure

## Overview

Residents may request a single streetlight be installed near their home. The standard installation consists of a wooden utility pole and a single high-pressure sodium fixture on a mast arm. The streetlight is typically located on the side property line between lots, utilizing either an existing or new utility pole.

## Request/Petition Process

To begin the process, simply complete the attached form and return it to the Traffic Engineering streetlight coordinator at the address provided. Upon completion of the required petition process and approval of the request, the City of Chattanooga will authorize the Electric Power Board to proceed with the installation. The City of Chattanooga will pay for the operation and maintenance cost.

When requesting a new streetlight installation for an existing utility pole, include the pole number on the request form. The pole I.D. number, which is usually a single letter followed by a four or five-digit number, may be found on a metal band affixed to the pole. If you cannot find the pole number or there is no existing pole, note on the request form the two adjoining property addresses.

After specifying the location, obtain a signature of the property owners from each household within 150 feet of that location. That usually includes your neighbors next door and the homes across the street. Upon completion of the form, return it to us and we will authorize the Electric Power Board to schedule the installation.

## General Information & Installation Standards

- **Streetlights** are always located on public right-of-way.
- **Decorative lighting** is not available from the City of Chattanooga. Questions regarding decorative lighting should be directed to the Electric Power Board at their general service number. That number is 756-2706.
- The **standard streetlight installation** consists of a wooden utility pole and a single high pressure sodium fixture on a mast arm.
- **Streetlight supports** are standard wooden utility poles. Should your neighborhood desire the more decorative concrete or metal pole, it is available through the Electric Power Board.
- **Private property on the right-of-way**, such as irrigation systems, invisible fencing, electrical wiring, etc. is not the responsibility of the City of Chattanooga or Electric Power Board. We prefer such items be removed from the right-of-way. At minimum, such items should be flagged or clearly marked so they may be avoided.
- Residents with **underground utilities** will have to make arrangements with the Electric Power Board to pay the cost of underground installations. The City of Chattanooga will assume power and maintenance cost upon completion of the installation.
- The City of Chattanooga retains exclusive authority to determine need and final placement of all streetlights.

## Individual Street Light Request Form

We, the undersigned, request that the City of Chattanooga install a streetlight on the property line

Between: \_\_\_\_\_  
(Address & street)

and: \_\_\_\_\_  
(Address & street)

\_\_\_\_\_  
(Neighborhood or Subdivision) (pole number)

Below, find a **signature from each household within 150'** of the proposed streetlight location. We understand that the City of Chattanooga Traffic Engineering Department has final authority to determine the need, placement and the type of streetlight to be installed.

\_\_\_\_\_  
(Print Name of Lead Petitioner) (Telephone)

\_\_\_\_\_  
(Signature of Lead Petitioner)

Property Owner / Resident Signatures	Address	Telephone
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Return Petition to:  
Traffic Engineering Department  
1250 Market St.  
Suite 3030  
Chattanooga, TN 37402-2713  
Phone: (423) 643-5950  
Fax: (423) 643-5951