



**CITY OF MARSHFIELD, WISCONSIN  
POLICIES AND PROCEDURES**

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|-------------------|-------------------------|
| 1. COMMON COUNCIL | 4. FINANCIAL            |
| 2. ADMINISTRATIVE | <b>5. PUBLIC WORKS</b>  |
| 3. PERSONNEL      | 6. PARKS AND RECREATION |

CHAPTER: Street/Sewer Construction and Maintenance

SUBJECT: Street Light Installation

POLICY NUMBER: 5.380

SUPERSEDES POLICY DATED: May 19, 1981, December 6, 1994 & October 1, 2002

PAGES: 2

EFFECTIVE DATE: December 18, 2012

**Special Notes: This policy/procedure manual does not in any way constitute an employment contract and the City of Marshfield reserves the right to amend this manual at any time subject only to approval by the Common Council.**

There shall be a policy established regarding the installation of street lights:

**A. NEW STREET LIGHTS ON EXISTING STREETS**

1. A request shall be made in writing to the Director of Public Works.
2. A joint review shall be made by the Director of Public Works and an Electric Utility representative.
3. New street lights shall be installed at locations meeting the following requirements. Approval for requests, which are an exception to the following, may be granted by the Board of Public Works.
  - a. A street light shall be installed at each street intersection and end of each cul de sac.

- b. Mid-block installations shall be made on blocks in excess of 500 feet. On extra long runs without crossing streets, lights shall be uniformly spaced at not more than 400-foot intervals. Mid-block installations may be allowed when warranted by geometrics or special hazards, subject to approval by the Board of Public Works.

## **B. NEW STREET LIGHTS ON STREET OPENINGS**

1. Street lights shall be installed at the time the street is opened and should be coordinated with the installation of electric service whenever possible.
2. Street light locations shall be in accordance with Article A.3 above.
3. In accordance with Section 18.05(1)(b) the subdivider or his successors in interest, shall cause street lights to be installed within all subdivisions platted after November 17, 1992. The subdivider shall be responsible for all costs associated with street light installation.
4. For those streets platted prior to November 17, 1992 and not yet opened to traffic, street light installation shall be the responsibility of the party(ies) requesting the street opening. For street openings petitioned by multiple property owners, or where the petitioning party(ies) own less than 50% of the benefited property, street light installation may be constructed as a special assessment project and assessed to benefited properties.
5. The Electric Utility will make recommendations on the location of lights in new areas to be developed.

## **C. STREET LIGHT STANDARDS**

1. All fixture replacements and new installations will be high pressure sodium fixtures as follows:
  - 100 watt fixtures on low traffic volume residential streets
  - 150 watt fixtures on high volume collector and arterial streets
  - 250 watt fixtures on Central Avenue and other areas where warranted
2. All existing mercury vapor fixtures will be replaced with high-pressure sodium fixtures at the time of failure.
3. Street light poles shall be the standard utility distribution poles.
4. Requests for non-standard street light poles and/or fixtures may be approved by the Board of Public Works. Costs in excess of the standard poles and fixtures shall be borne by the requesting party.