

Procedure for Installation of Street Lights on County-Owned Streets with Underground Power

1. Contact DeKalb County Transportation Department at (770) 492 5206.
2. An engineer will explain the entire process and mail petition forms to the constituent. A description of the two (2) types of lights available for installation will be included.
3. The petition must be signed by property owners of at least 51% of the total front footage for each street to be lighted. Only property owners can sign. Persons renting cannot sign the petition. All property, developed or undeveloped, commercial or residential, is included.
4. The petition is to be mailed to:
DeKalb County Transportation Department
Attention: Street Light Coordinator
1950 West Exchange Place, 4th Floor
Tucker, Georgia 30084.
5. The petition should include a note indicating the type of lights the petitioners want installed.
6. In order to insure 51% of the total front frontage is signed for, the petition is checked by the engineer.
7. A field survey is performed by Transportation Engineering personnel to determine proper street illumination and actual placement of the lights.
8. In areas with underground utilities, street light poles are not installed as part of the normal electrical service. Therefore, the cost of the pole installation must be paid by the petitioners. A lighting layout drawing is sent to the local power company indicating the number of lights needed and their placement. A representative of the power company will determine the installation costs and mail an invoice for this amount to a representative of the petitioners.
9. The petitioners collect and mail the funds for the installation costs directly to the representative of the power company.
10. The power company representative will notify this office when the installation costs are received.
11. A public hearing is advertised in The Champion Newspaper. Signs are posted in the petition area, notifying the property owners of the date and time, the Board of Commissioners will consider approval of the petition.
12. The petition is presented to the DeKalb County Board of Commissioners for approval. This takes about 2 months from the time a completed petition is received.

13. The appropriate power company is notified to install the street lights per County specifications. The lights are normally installed 12 to 16 weeks after approval by the Board of Commissioners.
14. Property owners are billed for a street light assessment on the following years' property tax invoice based on street-side footage owned. This charge will be paid along with property tax. The present annual charge normally ranges from \$0.50 to \$0.80 cents per assessed foot per year. This assessment rate could change if electricity costs increase.