



# TOWN OF SUNSET BEACH Street Lighting Program

## **HOW TO GET A NEW STREET LIGHT IN RESIDENTIAL AREAS**

In existing residential areas, if you or a group of residents desire to have a new street light installed on a public street, start by completing a request to the Town of Sunset Beach.

### **GENERAL INFORMATION**

If the street light can be installed on an existing Brunswick Electric Membership Corporation (BEMC) power pole, there will be a \$35.00 fee paid for by the residents. If the request requires the installation of a new pole, the costs involved are the responsibility of the resident(s) making the request. The cost generally includes the installation of the pole, up to 100 feet of underground wiring, and the light. The cost could be \$100 or more per light requested. The type of pole and light will be determined by the Town.

Once approved, a check must be submitted to the Town. The Town will request the installation by Brunswick Electric Membership Corporation (BEMC) and installation by BEMC normally takes 2-4 weeks.

Once the light is installed, the on-going monthly operating cost of the light is paid by the Town.

New lights in residential areas require the approval of all residents within a 100 foot radius of the proposed new light location. New lights are generally located at least 300 feet from an existing light.

### **PROCEDURE**

**If the light will be installed on an existing power pole:**

- Determine location for new light on an existing power pole.
- Talk to neighbors to obtain agreement for installation, fill out **Petition Letter From #1** (attached below) and obtain signatures.
- Submit petition, complete with payment to:  
Town of Sunset Beach  
Street Light Program  
700 Sunset Boulevard North  
Sunset Beach, NC 28468

- The Town will verify information and make the necessary contacts with BEMC for installation.

**If the light will be installed on a new pole:**

- Submit initial letter of request with location sketch/map to:  
Town of Sunset Beach  
Street Light Program  
700 Sunset Boulevard North  
Sunset Beach, NC 28468
- The Town will contact BEMC to determine the actual cost to install a light at the requested location.
- The Town advise the applicant(s) the cost of the light.
- Talk to neighbors to obtain agreement for installation, fill out **Petition Letter From #2** (attached below) and obtain signatures.
- Submit petition, complete with payment, to:  
The Town of Sunset Beach  
Street Light Program  
700 Sunset Boulevard North  
Sunset Beach, NC 28468
- The Town will verify the information and make the necessary contact with BEMC for the installation.

## **SUBMITTAL REQUIREMENTS**

Please provide the following information to the Town of Sunset Beach:

1. A Letter requesting the installation of street lighting. A petition must be attached to the letter or incorporated within the letter which states that the applicant(s) agrees to have the street light(s) installed. Two petition letter forms are shown below.
  - a. **Use Petition Letter Form #1** when a street light will be installed on an existing BEMC pole.
  - b. **Use Petition Letter Form #2** when a street light will be installed on a new pole.

Fill out and return the appropriate form for your location/request. The petition must include signatures and telephone numbers of all property within one hundred (100) feet of the proposed new street light(s).

2. A sketch showing the location of the proposed street light(s) and the locations of the residence within one hundred (100) feet of the proposed street light(s). The sketch also needs to include the location of nearest transformer. If possible, select an existing Power pole for the new light to avoid installation charges.
3. A check, if necessary, made payable to the **Town of Sunset Beach** for the amount determined by BEMC.

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