

January 25, 2023

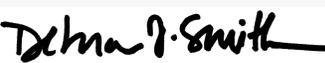
**TO:** Debra Smith, General Manager and CEO  
 Jen Chan, Chief of Staff

**FROM:** Kim Kinney, Division Administrator – FSBU 

**SUBJECT:** Filing of DPP 500 P III-401 “Lighting”

The attached Department Policy and Procedure DPP 500 P III-401 has been proposed for adoption and is being submitted for your approval signature. The public notice of the proposed rule was printed in the Daily Journal of Commerce and there were no comments received. In that regard, we are ready to finalize the DPP and request that you sign the enclosed memo and DPP document to be filed with the City Clerk’s Office.

*The attached City Light Department Policy and Procedure has been reviewed and contained herein is my authorized approval for the above noted action.*

Signature:	 <small>Jen Chan (Jan 26, 2023 12:00 PST)</small>	Date Approved:	01/26/2023
Title:	Chief of Staff		
Signature:		Date Approved:	01/26/2023
Title:	General Manager and CEO		



**CITY OF SEATTLE  
OFFICE OF THE CITY CLERK**

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Name of person to follow up with in case of questions: Kim Kinney

Phone number: 206-233-2772

Department: City Light Department

Division/Workgroup: Financial Services Business Unit

Date of filing: 01/27/2023

The attached document is a:

- Report (Remember to send us a MS Word file as well as your paper or PDF document)
- Director's Rule (Remember to send us a MS Word file as well as your signed rule)
- Interlocal agreement, interdepartmental MOU/MOA, lease or collective bargaining agreement
- Response to Council Budget Action (Remember to send us a MS Word file as well as your paper or PDF document)
- Other (please describe) \_\_\_\_\_

Document title: Lighting

If the document was requested or authorized by a specific resolution, ordinance, or council budget action, please give the number: n/a

Does the document amend or supersede an agreement or rule previously filed with us? Yes

Is there a project or permit number associated with the document you're filing? n/a

Are there any other identifying numbers we should include in the database record? DPP 500 P III-401

If the document relates to real property, please give the address and/or abbreviated legal description and/or parcel number: n/a

What else do we need to know about this document?

The DPP was revised to reflect current business practice and the lighting charges were updated for 2023.



LIGHTING		
DPP NUMBER	DPP 500 P III-401	
EFFECTIVE DATE	01/27/2023	SUPERSEDES 03/05/2018
APPROVED BY	<i>Delma J. Smith</i>	

## 1.0 PURPOSE

To describe policy and fees for providing City Light Department (“Department”) customers with lighting services. The following services are addressed by this document:

- Section 2.0: Residential Streetlighting
- Section 3.0: Streetlight Rentals
- Section 4.0: Floodlight Rentals
- Section 5.0: Seasonal/Festoon Lighting

## 2.0 RESIDENTIAL STREETLIGHTING

Streetlighting is lighting that illuminates the street. Seattle Department of Transportation sets arterial streetlight standards in the City of Seattle, but lighting on residential streets is determined on a case-by-case basis. Outside the City limits, the governing jurisdiction in that area is responsible for establishing streetlight standards.

The Department has jurisdiction for owning, maintaining, and installing streetlights. However, streetlighting is a public safety and general government function, and therefore the Department is prohibited from installing or maintaining streetlights at ratepayer expense.

If certain public benefit criteria are met, installation and maintenance fees may be paid by the City of Seattle General Fund (“City”), otherwise any costs shall be paid by the requesting private party.

- 2.1 **Streetlighting standards.** In general, streetlights are located only on streets with distribution poles. Streetlights are generally installed at approximate 300-foot intervals depending on utility pole placement, however, the Department maintains the option of closer spacing based on input or requests from the Seattle Police Department (SPD) or if foliage or other infrastructure interfere with normal lighting patterns. Existing exemptions for closer spacing exist in the system and those lights will remain as they’ve already met the General Fund public benefit criteria threshold.
- 2.2 **Public safety criteria.** Lighting may be situated closer than standard if it is deemed necessary for public safety reasons. Similarly, on streets without existing poles (where the distribution system is

situated in the alley or along back lot lines), the Department may install dedicated poles and City-maintained streetlighting provided there is a safety or security need.

- 2.3 **Requests for streetlight modifications.** Customer requests for additional streetlighting shall be referred to the appropriate local Seattle Police precinct for evaluation. If SPD determines that additional streetlighting serves a public benefit, it will coordinate with the Department on installation and the City will be billed for the new light. If SPD determines that the request does not serve a public safety function, the customer may pursue streetlight rental as described in §3.0.

Removals or modifications to existing streetlights shall be handled on a case-by-case basis.

- 2.4 **Outside City limits.** Public safety criteria for areas outside the City of Seattle are established by the governing jurisdiction in that area. If that jurisdiction determines that additional streetlighting serves a public benefit, it will coordinate with the Department on installation and that jurisdiction will be billed for the new light. If that jurisdiction determines the request does not serve a public safety function, the customer may pursue streetlight rental as described in §3.0. The customer must check with their governing jurisdiction for guidance and rules regarding renting.

### 3.0 STREETLIGHT RENTALS

Supplemental streetlights for alleys and other public locations (that do not meet the threshold for public benefit described in §2.0) are available for customer rental, subject to specifications outlined in this section. For areas outside the City of Seattle, customers should contact their local authority to confirm if their jurisdiction allows lighting rentals. Privately-owned lights are not allowed on Department poles.

- 3.1 **Requirements for new rental streetlights.** The Department will determine the location of the new rental streetlight(s) based on the residential lighting standards and the feasibility of providing service. Whenever possible, lighting shall be installed on existing Department poles.

All installations must conform with Department residential streetlighting standards, and will use wood poles only. New streetlighting poles shall not be installed across the street from or along an existing pole lead. New poles will not be installed in alleys, but a luminaire may be added to an existing pole. Lighting for alleys adjacent to new construction should be addressed during development, as required by Seattle Department of Construction and Inspections.

- 3.2 **Standard luminaires.** The standard fixture is a residential LED or arterial LED fixture. All lights shall be mounted on poles; wall-mounted lights shall not be installed.

- 3.3 **Customer responsibility and billing.** The requesting party is responsible for all installation costs of a rental streetlight. For example, for streetlighting on a street where the distribution infrastructure is located behind the home, installation may include costs for new poles, wires, permits, and easements for service drops.

Installation charges are payable upon application for service. More complex installations may require poles, wires, easements, permits, and other costs, and the customer will be billed for all costs and expenses associated with the request. For more information on installation fees, see DPP 500 P III-417.

The requesting party is also responsible for a regular monthly rental fee. The monthly rental fee is composed of the capital cost of the fixture, all maintenance costs and an energy charge. Rental rates are prescribed by [SMC 21.49.060](#), Schedule R (Residential) and Schedule A (Arterial).

It is also the responsibility of the requesting party (customer) to contact any affected neighbors in the immediate vicinity of the proposed new streetlight to obtain their agreement for the new light installation.

- 3.4 **Removals.** Customer-requested removals will be performed at no additional charge. In cases of delinquent payment, an unresolved glare complaint, or inability to contact the customer, the Department has the authority to remove lights at their discretion.

## 4.0 FLOODLIGHT RENTALS

Floodlights are lights installed on electrical distribution poles that shine on private property, they do not illuminate streets or public right-of-way. The Department may provide floodlight rental service subject to the following provisions.

- 4.1 **Floodlight purpose.** Floodlight installation on electrical distribution system poles is allowed only for purposes of safety and security of persons and property. Installations for enhancement or aesthetic purposes are not allowed; this includes illumination of signs, billboards, commercial displays, and storefronts. The Department maintains authority to determine the intended floodlighting purpose.
- 4.2 **Standard fixtures.** Rental floodlights shall be energy efficient Department-standard fixtures. As of this DPP revision, the standard fixture is a 122-watt class LED, however this is subject to change as LED technology is evolving.

Mercury-vapor and high-pressure sodium lighting is obsolete and no longer Department standard. There shall be no new installations of these fixtures, and existing fixtures will not be relocated. At the Department's discretion, existing fixtures may be replaced with LED alternatives; in these instances, no installation charges will be assessed.

- 4.3 **Customer-owned fixtures prohibited.** Customer-owned fixtures are not allowed on Department poles or infrastructure. The Department will not install new customer-owned floodlights nor relocate existing ones on Department poles. Existing non-Department fixtures may be removed at the Department's discretion and cost, and this work may be performed without customer notification or consent.
- 4.4 **Installation charges and rates.** Rental floodlights will be maintained by the Department. Floodlight rental rates are prescribed by [SMC 21.49.060](#), Schedule A applies to LED floodlights, and existing HPS or mercury-vapor floodlights are billed under Schedule F.

Installation fees are detailed in Table 1. Fees in Table 1 apply only to installation on a wood pole in overhead distribution areas, and to underground-fed metal streetlight poles, with existing secondary circuit available. The installation fee includes removal which will be done at the customer's request. If additional infrastructure is needed, the customer will be billed for all costs

and expenses associated with this work. Installation charges are payable prior to work commencing.

**Table 1: Rental Light Installation Charges**

<b>Description</b>	<b>Charges</b>
First fixture	\$ 479
Each additional fixture (same location, same time)	\$ 208
Additional charges for extension of secondary circuit:	
First span	\$ 181
Each additional span	\$ 149
Extend duplex wire one span	\$ 265
Daily Trip Charge – Streetlight Crew (2 Person)	\$ 570

## 5.0 SEASONAL/FESTOON LIGHTING

Seasonal/festoon lighting is seasonal or intermittent lighting decorations powered by an unmetered outlet installed on a distribution pole. These installations are temporary and in use for not more than 90 days. All installations on distribution poles must be approved by the Department annually.

- 5.1 **Requirements for electrified decorations.** Decorations must conform with all rules and sections of the National Electric Code (NEC) and Washington State Department of Labor & Industries electrical regulations, including strength requirements, climbing and working space requirements, and clearances over streets and roads. For example, decorations may not be excessively heavy or large as this may compromise service poles or cause hazardous vibrations of supporting structures under high wind conditions. Steel bands may not be used for attachment to wood poles. The customer assumes all risk associated with their electrified decorations.
- 5.2 **Application requirements.** Applications for seasonal/festoon lighting must be submitted at least thirty (30) days prior to the required in-service date. Service requests are initiated by contacting the Customer Engineering department at (206) 615-0600. The application process and Department inspection must be completed prior to initial installation of festoon lighting infrastructure, and again each time the lights are to be energized for the season.

The following requirements shall be met by parties requesting installation of temporary electrically operated street decorations:

- (a) A map or sketch showing location of proposed installation. Must indicate what poles are to be contacted by the type of attachment, and the total connected load per outlet.
- (b) A detailed drawing or photograph of style of decorations to be attached, indicating method of attachment. Decorations are expected to be made of fire retardant materials and meet National Electrical Code standards as well as any relevant safety guidelines.
- (c) The requesting party is responsible for securing any necessary permits as required by [Seattle Department of Transportation](#) or [Seattle Department of Construction & Inspections](#).

- (d) The requesting party must contact the Department to schedule an inspection of the seasonal lighting after it is installed. The Department will inspect decorations for safety and compatibility with the system.

5.3 **Installation charges and rates.** Installation Seasonal Lighting facilities shall be charged per Table 2. Table 2 fees apply to 120-volt, weatherproof, non-metered duplex outlets installed on existing wooden poles or metal streetlight poles, where secondary power is available. If a metered service or other materials are required, additional charges shall apply; see DPP 500 P III-417. Installation charges are payable prior to work commencing.

The energy consumption (kilowatt-hours) for seasonal lighting shall be based on estimated connected electrical load and expected hours of operation, and billed at the current Small General Service energy rate for the appropriate jurisdiction.

**TABLE 2: Seasonal/Festoon Lighting Installation Charges**

<b>Installation Type</b>	<b>Wood Pole</b>	<b>Underground-Fed Metal Pole</b>
First duplex outlet	\$ 684	\$ 1,323
Each additional duplex outlet installed on adjacent pole at the same time	\$ 524	\$ 1,163
<b>Daily Trip Charge</b>		<b>Charges</b>
Street Light Crew (2 Person)		\$ 570

**6.0 REFERENCES**

- Seattle Municipal Code Section 21.49
- Seattle City Light “Requirements for Electric Service Connection” Manual
- City of Seattle Municipal Code Chapter 3.02, the Administrative Code
- Seattle City Light Standards
- Seattle City Light Rates website: [Residential Rates - City Light | seattle.gov](https://www.seattle.gov/city-light/about-us/what-we-do/public-policies)
- Link to the [Electric Service Application](#) to request streetlights or floodlights

*Distribution:*

Posted online at <https://www.seattle.gov/city-light/about-us/what-we-do/public-policies> and [SCL Internal DPP SharePoint site](#)

**REVISION HISTORY:**

<b>DATE</b>	<b>CHANGES MADE</b>	<b>REVISED BY</b>
12/16/2022	Revised department policy and procedure to reflect updated charges and current business practice.	Author: Steve Crume, Helene Bourget, Robert Stebanski, Gina Baxter, Carsten Croff  Coordinator: Kim Kinney