

Town of Southington

Highway Department

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TOWN OF SOUTHTON, CT

Procedure for Installation of Street Lights in New Subdivisions

REVISED 10/26/2009, 11/03/2009, 12/09/2013, 11/07/2016

STEP

ACTION REQUIRED

- 1) Developer obtains subdivision approval from Town of Southington (ToS) Planning and Zoning Commission.
- 2) Developer submits written request for street lighting to ToS along with project plans in ACAD (version 2013 or earlier). This data to include Developer contact information.
- 3) ToS designs street light locations from data submitted in No. 2 above.
- 4) ToS completes initial NB-208 form.
- 5) ToS transmits approved plan of street light locations and initial NB-208 form to Developer and Eversource for Primary, Secondary, and Street Light Electric Facility Design.
- 6) Developer may, but is not obligated to, contact the ToS's Streetlight Maintenance Contractor for materials only purchase.

A materials only agreement will be generated by the Contractor/Vendor of the Developer's choice and sent to the Developer. Developer agrees to and signs agreement and returns along with a certified bank check to the Contractor/Vendor. Materials for each pole set consist of 1 each: pole, fixture, LED lamp, and photo cell. Please refer to attached details for required specifications.

Developer purchases equipment from the Contractor/Vendor.

- 7) Arrangements are made between the Contractor/Vendor and Developer to deliver materials to agreed-upon address. Materials shall be delivered along with installation instructions and poles and fixtures shall be mounted. NOTE: Photo cells and LED lamps shall remain in protective boxes to protect from damage.

- 8) Developer installs equipment and conduit per Eversource specifications, details, and requirements.
- 9) Developer notifies ToS in writing of completion of installation.
- 10) Town completes final NB-208 form.
- 11) ToS signs and transmits final NB-208 form to Eversource for authorization to bill and to Contractor for addition to the streetlight inventory.
- 12) Eversource pulls wires and energizes lights.
- 13) ToS adds lights to GIS street light layer.
- 14) Developer must reimburse ToS for all energy costs prior to final acceptance of new roads.