



Township of Maplewood

ENGINEERING DEPARTMENT

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STREET, PARK & PUBLIC BUILDING LIGHTING POLICY

Summary:

Lighting requests for Maplewood Township streets, parks and public buildings shall be reviewed the Township Engineer in conjunction with representatives of PSEG and the Maplewood Police Department.

Policy:

Step One: The Township Committee, Administrator, Chief of Police, Township Engineer or members of the General Public submit a request in writing to the Township Engineer.

Step Two: The Engineer forwards copy of the request to the Maplewood Police Department for night time investigation and validation of the request. The MPD reports back with their findings.

Step Three: The Engineer reviews the MPD findings. If need is validated the Engineer proceeds to the following steps. If not a response is prepared regarding the disapproval.

Step Four: The Engineer meets with PSEG to review request. Both parties evaluate spacing and types of existing lighting in the field. An improvement plan is developed from the meeting and utilized in making a recommendation. Feasibility issues including cost, utility conflicts, etc. will also be considered and may result in a recommendation against installation.

Step Five: The request is reviewed at the Planning and Engineering Committee and voted on at this public meeting. If the proposal involves the installation of multiple lights or the upgrading of a block system the public is then notified regarding this change. The Township Engineer will report back to the Planning and Engineering Committee on the public comments for final approval.

Step Six: Approved requests are discussed with PSEG and a final plan is developed and the work order is authorized. Time frame for installation is estimated by PSEG.

Step Seven: The Engineer follows up with PSEG Public affairs manager midway through estimated schedule to confirm completion on schedule.