



# City of Bellevue Residential Streetlight Request Form

In Bellevue, street lighting is either provided by the City or by Puget Sound Energy (PSE). In residential areas, if you or a group of residents desire a new street light installed on a public street, start by submitting an application to the City.

## **GENERAL INFORMATION**

If the street light can be installed on an existing Puget Sound Energy (PSE) power pole, there will be no costs to residents (except in rare instances).

If the street light installation requires a new pole, the costs involved are most often the responsibility of the resident(s) making the request. The cost can range from \$5,000 or more per light requested. This cost generally includes the installation of the pole, wiring (including trenching or overhead spanning to a power source), and light. The City coordinates, on behalf of the resident, with PSE on the installation. Payment is required by check to PSE by the resident(s) prior to installation.

## **PETITION PROCESS**

All new lights in residential areas require the approval of **all** property owners within a 100-foot radius of the proposed light location. Rental units will require approval signatures from the property owner. The responsibility to gather signatures on a Petition Form will fall on the requesting resident(s), however, the City may assist in notification to surrounding properties if requested. A non-response, however, will be considered a “no” for the streetlight request and the request will not go forward.

Please note:

- Multiple light requests require a completed Petition Form for each light requested.
- It is highly recommended residents visit other streetlight installations in the city to determine if this is what is desired. The city can help point residents to nearby installations for reference, if requested.
- Once the streetlight is installed, the on-going monthly operating cost of the light is paid by the City.

## **PROCEDURE AND SUBMITTAL REQUIREMENTS**

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

1. Determine location for new light on an existing power pole.
2. Talk to neighbors to obtain agreement for installation, fill out **Petition Letter** (Form #1) and obtain signatures of property owners within 100 feet of proposed light location.
3. Include a sketch showing the location of the proposed streetlight and the locations of the residences within one hundred (100) feet of the proposed streetlight.
4. Submit Petition Letter and sketch to:  
City of Bellevue - Transportation Department  
450 110<sup>th</sup> Ave NE, Bellevue WA 98004  
Attn: Traffic Engineering  
Or, email petition to: [streetlightrequests@bellevuewa.gov](mailto:streetlightrequests@bellevuewa.gov)
5. City Traffic Engineering staff will then verify information and make the necessary arrangements with Puget Sound Energy for the installation. There are typically no costs to the residents. City staff will confirm this.
6. After authorization is given to PSE, installation typically takes 6-8 weeks to be completed.

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

1. Submit initial letter of request with location sketch/map to:  
City of Bellevue - Transportation Department  
450 110<sup>th</sup> Ave NE, Bellevue WA 98004  
Attn: Traffic Engineering  
Or, email request with location sketch/map to: [streetlightrequests@bellevuewa.gov](mailto:streetlightrequests@bellevuewa.gov)
2. The City will contact PSE to determine the cost to install a light at the requested location.
3. The City will then advise the applicant(s) of the cost of the light.
4. Talk to neighbors to obtain agreement for installation, fill out **Petition Letter** (Form #2) and obtain signatures of property owners within 100 feet of proposed light.
5. Submit Petition Letter to:  
City of Bellevue - Transportation Department  
450 110<sup>th</sup> Ave NE, Bellevue WA 98004  
Attn: Traffic Engineering  
Or, email petition to: [streetlightrequests@bellevuewa.gov](mailto:streetlightrequests@bellevuewa.gov)  
City staff will verify information and make the necessary arrangements with Puget Sound Energy for the installation.
6. Resident payment must be made and submitted to PSE prior to authorization of installation. **Make check payable to "Puget Sound Energy"**. The City will help with this coordination.

Please contact [streetlightrequests@bellevuewa.gov](mailto:streetlightrequests@bellevuewa.gov) with questions.



