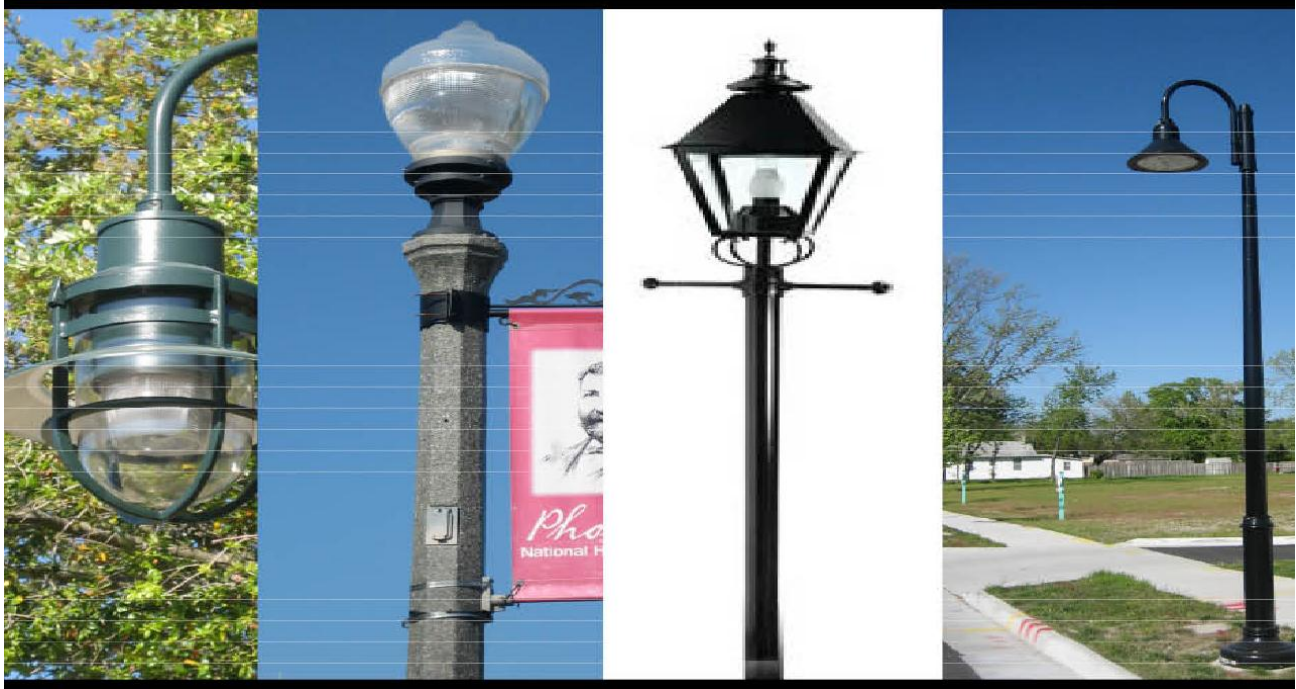


City of Hampton



Outdoor Lighting Policy & Procedures

MAY 2013



OUTDOOR LIGHTING POLICY & PROCEDURES

OVERVIEW:

Outdoor lighting contributes to the safety and sense of well being of the citizens of the City of Hampton, Virginia ("city"). It provides aesthetic, recreational, and economic development benefits to the community. While the city plays a key role in establishment of adequate exterior illumination, residents and private businesses also share responsibility for the lighting of their properties.

The city, through its Outdoor Lighting Policy & Procedures ("Lighting Policy"), acknowledges its responsibility for illumination of city rights-of-way and other city properties through various city departments or the School Board. This Lighting Policy describes the standards for the city's streetlighting program in newly developed areas and existing neighborhoods. The Lighting Policy also governs requirements for private property owners seeking to subdivide or develop their properties via the city's subdivision and/or site plan review process as set forth in Chapters 35 and 35.1 of the Hampton City Code ("City Code"). Finally, the Lighting Policy provides answers to Frequently Asked Questions (FAQs) about private property lighting.

In an ideal world the city would be adequately illuminated, without excess lighting that would be deemed to be a nuisance, to the satisfaction of every resident. Recognizing, however, that each resident has a different perspective on how much illumination is adequate, ranging from no outdoor lighting to lighting by which one could read a newspaper, there is no one outdoor lighting policy that would satisfy all residents. Therefore, it is necessary that the city establish a consistent and responsible policy that is affordable and which makes the best use of taxpayer dollars. This Lighting Policy, therefore, seeks to address multiple objectives.

HOW TO USE THE LIGHTING POLICY:

The Lighting Policy is divided into three (3) articles.

I. If you are an owner or developer of property applying for site plan or subdivision plat review and approval, refer to Article I.

Article I provides the mandatory lighting requirements for private property subject to site plan review under Chapter 35.1 of the City Code. Article I also describes the procedure for design, installation, and payment for streetlighting required by subdivision plat review under Chapter 35 of the City Code. Finally, Article I includes a list of Frequently Asked Questions (FAQ's) about private property lighting.

II. To learn about streetlights on city property, refer to Article II.

Article II describes the city's streetlighting process for property owned by the city. Importantly, it provides information about the process for requesting supplemental streetlighting as well as streetlight maintenance and cost.

III. To learn about lighting on city property other than streetlighting, refer to Article III.

Article III describes the city's lighting program for public property other than streetlighting. This article includes the lighting of office buildings, parks, and school grounds, as well as information about the process for requesting supplemental lighting in those areas.

OUTDOOR LIGHTING POLICY & PROCEDURES

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ABBREVIATIONS USED:

Dominion Virginia Power – “Dominion Power”

Outdoor Lighting Policies & Procedures – “Lighting Policy”

Department of Public Works – “Public Works”

OUTDOOR LIGHTING POLICY & PROCEDURES

ARTICLE I – PRIVATE PROPERTY LIGHTING, INCLUDING PROPERTY TO BE DEDICATED TO THE CITY

Sec. 1-1. – Generally.

(a) Application of the Lighting Policy.

- (1) The requirements of this article apply to all new development requiring site plan review under Chapter 35.1 of the City Code and all property that will be dedicated to the city as part of the subdivision process, which is governed by Chapter 35 of the City Code.
- (2) The installation and modification of exterior site lighting and streetlighting (including but not limited to fixture type, location, mounting, wattage, and/or type of fixture) shall be performed in compliance with this Lighting Policy.

(b) Waiver or modification of Lighting Policy standards.

The standards set forth in this article are not intended to discourage unique and innovative lighting solutions. The city recognizes that the Lighting Policy standards may not always be compatible with or appropriate for every site. Waiver or modification of Lighting Policy provisions may be permitted when:

- (1) Such waiver or modification does not conflict with the City Code, Zoning Ordinance, or any other applicable law, the interest of the public is protected; and
- (2) For modifications or waivers to provisions related to exterior site lighting as set forth in Section 1-2 of this Lighting Policy, when approved by the Director of Community Development or his designee; or
- (3) For modifications or waivers to provisions related to streetlighting on land to be dedicated to the city as set forth in Section 1-3 of this Lighting Policy, when approved by the Director of Public Works or his designee.

(c) Light level measuring.

- (1) Light levels are specified, calculated, and measured in foot-candles.
- (2) Measurements must be performed at not more than 6 inches above ground level in a horizontal position, with the light-registering portions of the meter held parallel to the ground pointing up. Field measurements shall be conducted after dark with the light sources in question on, then with the same sources off. The difference between the two readings shall be compared to the maximum permitted illumination. This procedure eliminates the effects of moonlight and other ambient light sources. Where light patterns overlap, their total intensity shall be the sum of their individual intensities.

Sec. 1-2. – Site Plan lighting; Mandatory provisions applicable to all development subject to site plan review and approval as set forth in Chapter 35.1 of the City Code.

(a) Introduction to exterior lighting.

(1) Effective exterior lighting requires careful consideration of a variety of issues. Some of the primary considerations include:

- a. Providing good visibility;
- b. Creating safe and secure surroundings;
- c. Reducing discomfort and glare;
- d. Choosing an appropriate light fixture for the use and location;
- e. Appropriately directing light emissions to prevent light pollution and wasted energy;
- f. Minimizing light trespass onto adjacent properties; and
- g. Selecting a cost effective and energy efficient system.

These standards are intended to promote high-quality lighting while reducing negative aspects resulting from poor lighting design by balancing these considerations to provide responsible outdoor lighting.

(b) Design, payment, and maintenance of exterior lighting.

(1) Design of exterior lighting.

Exterior site lighting shall be designed by the applicant and must comply with the requirements of the Lighting Policy, as well as all codes and ordinances, including but not limited to the City Code and Zoning Ordinance.

(2) Payment for exterior lighting.

All exterior lighting shall be installed at the owner's expense as required by Chapter 35.1 of the City Code.

(3) Maintenance of exterior lighting.

Maintenance of exterior lighting is the responsibility of the owner of the site. Lamp replacement and routine maintenance of ballast, starter, and other required components are permitted on all existing fixtures without approval from the city.

- (c) A site plan submitted for review and approval shall include:
- (1) The location and minimum light source for all structures intended to support on-site or off-site outdoor lighting fixtures;
 - (2) Photometric data (point-by-point foot-candle array); and
 - (3) Type of illuminating devices, fixtures, lamps, supports, reflectors, poles, raised foundations, and other devices, including but not limited to catalog cuts or drawings.
- (d) General exterior lighting requirements for all sites.
- (1) All new exterior lighting in Clear Zone, APZ 1, and APZ 2 zoning districts must be Dark Sky compliant. Dark Sky lighting reduces light trespass and glare by requiring shielding and cutoff fixture types. Lighting fixtures with the International Dark Sky Association's "Fixture Seal of Approval" shall be presumed to be Dark Sky compliant. See **Exhibit 3** for examples.
 - (2) All exterior lighting fixtures shall be:
 - a. Full cutoff, such that the sources emit no light above the horizontal plane of the fixture;
 - b. Equipped with color correction;
 - c. Equipped with lighting controls, such as photoelectric switches or astronomic time switches, which allow for reduced light levels when required by law; and
 - d. Of neutral and non-reflective color for the base, pole, and mounting accessories, e.g., dark bronze, black, or stainless steel.
 - (3) All exterior lighting shall be designed, mounted, and installed such that:
 - a. Fixtures will not direct glare, light spillage, or excessive illumination onto adjacent properties, streets, or sidewalks, unless specifically permitted to do so in another section of this Lighting Policy;
 - b. Fixtures within 10 feet of a paved right-of-way are forward throw fixtures, which direct light toward the interior of the site;
 - c. At the property line of any residential use, the light level does not exceed 0.5 foot-candles; and
 - d. Electrical service connections for freestanding lighting fixtures are installed underground.
 - (4) Ratio of maximum to minimum lighting levels on the site.
 - a. In order to maintain uniformity of light levels across a development, and to prevent and minimize dark areas, the ratio of maximum to minimum lighting levels on a given site or parcel of land as measured in foot-candles at ground level should not exceed a 15:1

uniformity ratio with a maximum illumination of 30 foot-candles. A 4:1 or smaller uniformity ratio is considered optimal for maximum visibility and visual performance.

- b. Parking lots shall maintain the same uniformity ratios as the principal use they serve.
- (5) To reduce negative impacts typically associated with spot and flood lights, such fixtures shall:
- a. Be aimed down at least 45° from horizontal; and
 - b. Be shielded so that no portion of the light bulb extends below the bottom edge of the shield; or
 - c. Include internal or external shields and/or louvers.
- (e) Specific exterior lighting requirements for certain types of development.
- (1) In addition to the provisions of subsection (d) above, the following specific provisions are applicable to certain types of development and light sources. Where the following specific provisions conflict with subsection (d) above, the specific provisions in subsection (e) will prevail.
- (2) Parking and display areas.
- a. These areas shall be illuminated by a source providing not less than 1 foot-candle of light at the walking surface during hours of darkness.
 - b. All light poles located within parking areas shall be protected from vehicle impact; e.g., by concrete curbing.
 - c. All pole mounted lights within parking areas shall be located at the intersection of four (4) parking spaces to provide optimal light distribution and avoid conflicts with landscaping in parking lot islands.
 - d. Light fixtures within these areas shall be limited to a height of 30 feet.
 - e. Internal light sources within structured parking shall not be visible from the adjacent public right-of-way.
 - f. Rooftop lighting shall be mounted to prevent any glare or light spillage off-site and be located a minimum of 15 feet from the edge of the structure.
- (3) Pedestrian and walkway areas.
- a. These areas shall be illuminated by a source providing not less than one 1 foot-candle of light at the walking surface during hours of darkness.

- b. Light fixtures within pedestrian areas shall be limited to a height of 15 feet.
- (4) Vehicular canopies.
- a. Lighting under vehicular canopies shall be less than 24 foot-candles, and be designed to prevent glare off-site.
 - b. Acceptable lighting designs include the following:
 - i. Recessed fixtures incorporating a lens cover that is either recessed or flush with the bottom surface of the canopy;
 - ii. Light fixtures incorporating shields, or is shielded by the edge of the canopy itself, so that light is restrained to 5° or more below the horizontal plane;
 - iii. Surface mounted fixtures incorporating a flat glass that provides a cutoff design or shielded light distribution; and
 - iv. Indirect lighting, where light is beamed upward and then reflected down from the underside of the canopy, provided the fixture is shielded so that direct illumination is focused exclusively on the underside of the canopy.
- (5) Building, structure, and security lighting.
- a. Light fixtures should be selected, located, aimed, and shielded so that direct illumination is focused exclusively on the building facade, structure, plantings, and other intended site features, and away from adjoining properties and any paved right-of-way.
 - b. All wall pack fixtures shall be full cutoff fixtures.
 - c. Lighting may be used to accent architectural features, landscaping, flags, or art. This lighting may be directed upward, provided that the fixture is designed to provide low intensity lighting.
- (6) Outdoor recreation fields and performance areas.
- a. Light fixtures within outdoor recreation fields and performance areas shall not exceed 80 feet in height.
 - b. All fixtures shall be equipped with a glare control package, including louvers, shields, or similar devices.
 - c. All fixtures must be aimed so that light beams are directed and fall within the primary recreation or performance area.

Sec. 1-3. – Subdivision lighting; Mandatory provisions applicable to all development subject to subdivision plat review and approval as set forth in Chapter 35 of the City Code.

(a) Design, payment, and maintenance of subdivision streetlighting.

(1) Streetlighting design.

Public Works is responsible for the design of all streetlighting in the city, including streetlighting arising from new subdivision development. Upon submission of a subdivision plat for review, the Director of Public Works or his designee will design any necessary streetlighting. The design shall be in accordance with this Lighting Policy to the maximum extent practicable.

(2) Payment for streetlighting.

a. Streetlights shall be installed at the subdivider's expense as required by Chapter 35 of the City Code.

b. After the Director of Public Works or his designee designs the required streetlighting, the design shall be transmitted to Dominion Power with a request for a purchase and installation cost estimate. Dominion Power will provide the city with the purchase and installation cost for the streetlighting, and the city will notify the applicant of the cost.

c. The applicant shall pay the purchase and installation costs plus one (1) year of operating costs for the streetlighting to the city.

(3) Installation and maintenance.

a. Upon receipt of the installation and maintenance costs from the applicant, the Director of Public Works or his designee shall authorize the installation of the streetlighting and prepare the necessary purchase order to Dominion Power.

b. Streetlighting is maintained in accordance with the process described in Article II, Sec. 2-4 of this Lighting Policy.

(b) Residential streetlighting standards.

(1) The layout should provide for lighting at the entrance to the subdivision, the midpoint of each block, the end of the cul-de-sacs, and at all intersecting streets to the subdivision or new development.

(2) Fixtures by Dominion Power currently recommended for residential streets include the Colonial type. Since contract rates are subject to change, selection of fixture type will be reviewed continually.

(3) Poles should be black fiberglass type, with a maximum recommended mounting height of 14 feet, measured from ground level to the luminaire with underground service.

- (4) Lamp type should be high pressure sodium vapor in all applications.
 - (5) The lumen rating should be as follows:
 - a. 8,000 lumen (100 watts)—mid-block;
 - b. 14,000 lumen (150 watts)—entrance & cul-de-sacs; or
 - c. a different lumen rating for mid block or entrance and cul-de-sacs as determined to be appropriate by the Director of Public works or his designee.
 - (6) Spacing of residential streetlights should be a minimum distance of 150 feet to a maximum of 225 feet apart with coordination to assure no conflicts with egress and ingress to lots within the development. For mid-block installation, lights will be placed on the property line between two lots. Lights also shall be placed in the radius of the curve where two streets intersect and at the end of a cul-de-sac on the property line between two lots. See **Exhibits 2A and 2B** for examples.
 - (7) All new streetlighting in Clear Zone, APZ 1, and APZ 2 zoning districts must be Dark Sky compliant. Dark Sky lighting reduces light trespass and glare by requiring shielding and cut-off fixture types. Lighting fixtures with the International Dark Sky Association's "Fixture Seal of Approval" shall be presumed to be Dark Sky compliant. See **Exhibit 3** for examples.
- (c) Non-residential streetlighting standards.
- (1) Fixtures by Dominion Power currently recommended for Urban Roadways, Parking Lots include the Enclosed Flat Lens type with the use of 8-12 foot brackets or the Expressway type (black). Since contract rates are subject to change, selection of fixture type will be continually reviewed.
 - (2) Poles should be direct burial black fiberglass with a mounting height from a minimum 30 to a maximum 40 feet for major arterial streets and a minimum of 30 to maximum of 35 feet for collector streets.
 - (3) Lamp type should be high pressure sodium vapor in all applications.
 - (4) The lumen rating should be as follows:
 - a. 23,000 lumen (250 watts);
 - b. 42,000 lumen (400 watts); or
 - c. a different lumen rating as determined appropriate by the Director of Public works or his designee.
 - (5) Spacing of non-residential streetlights should be designed at a minimum distance of 300 feet apart on one side of the street when the width of the street is 60 to 80 feet, or staggered on opposite sides of the street at 150 feet intervals if the street is greater than 80 feet.

- (6) All new streetlighting in Clear Zone, APZ 1, and APZ 2 zoning districts must be Dark Sky compliant. Dark Sky lighting reduces light trespass and glare by requiring shielding and cut-off fixture types. Lighting fixtures with the International Dark Sky Association's "Fixture Seal of Approval" shall be presumed to be Dark Sky compliant. See **Exhibit 3** for examples.
- (d) Additional master plan area standards.
 - (1) In addition to the applicable standards of subsections (b) and (c) above, special lighting is required within the six strategic master plan areas where the city is focusing its resources and implementation strategies for redevelopment. New lighting is an element associated with such projects. Insofar as these lighting requirements conflict with the applicable requirements of either subsection (b) or (c) above, the master plan area lighting requirements will prevail.
 - (2) Currently, master plan area fixtures are a combination of Dominion Power standard fixtures and specially approved fixtures, as well as private fixtures. See **Exhibit 1**, which provides the designated fixtures and poles for master plan areas.
- (e) Modifications for special areas.
 - (1) Special areas are those with characteristics in addition to or different from the categories described above. Such characteristics include, but are not limited to, unusually high: (i) evening pedestrian activity, (ii) crime rate, (iii) vehicular traffic, or (iv) any other features such as bridges or underpasses not specified in the area/facility types described in (b)-(d) above.
 - (2) Special areas may warrant modifications from Lighting Policy requirements. All special area modifications shall be reviewed and approved at the discretion of the Director of Public Works or his designee, as set forth in Sec. 1-1 (b).

Sec. 1-4. – Frequently Asked Questions (FAQs) related to private property lighting.

(a) **Does the city provide lighting on private property?**

No. The illumination of private property is the responsibility of the property owner. In many cases, private property owners have requested that the city increase lighting levels on public properties in order to provide for illumination of adjacent private property as a deterrent to criminal activity. If the lighting on public properties already meets the standards as referenced in this Lighting Policy, the city will not offer streetlighting as a substitute for private property lighting. The property owner is responsible for using the necessary means to provide illumination for the protection of private persons and property outside public rights-of-way.

(b) **Do I need city approval to replace existing lighting on my private property?**

No. Lamp replacement and routine maintenance of ballast, starter, and other required components are permitted on all existing fixtures.

(c) **Where can I learn about using lighting to deter criminal activity at my home or business?**

Lighting is one of the most economical and effective ways to enhance home safety and security. Good lighting can increase the comfort around your home and surroundings. It should provide clear paths for movement and highlight entryways without creating harsh shadows, which may create hiding places. Properly selected and installed lighting is more important than quantity of lighting. Well-designed and thoughtfully placed lights minimize glare, shadow, light pollution, and light trespass while enhancing the ability to observe surroundings.

Existing light fixtures may be upgraded to enhance home safety while still being economical by utilizing high efficiency bulbs (such as LED or compact fluorescents) and/or by adding motion and light sensors.

For property owners particularly concerned about safety, the Hampton Police Division offers a free home or business security survey to review site lighting and provide recommendations where additional lighting may help to deter the potential for criminal activity. Owners may submit a request through the Hampton Police Division's Community Relations Unit by calling (757) 727-6574 or through the city's Customer Call Center. The Customer Call Center may be reached by landline phone by dialing 3-1-1 within city limits, or (757) 727-8311 when outside city limits or when using a cell phone.

In addition, during site plan review, the Hampton Police Division provides recommendations based on Crime Prevention through Environmental Design (CPTED) standards. For example, CPTED considers the fact that eventual tree growth may block light patterns and create harsh shadows.

(d) **Does Dominion Power provide supplemental lighting service for my home or business?**

Yes. Dominion Power provides supplemental outdoor lighting service for residential and commercial customers. Users are subject to an initial installation charge and monthly fees are billed for energy use and maintenance. Dominion Power offers a variety of exterior lighting fixtures.

Outdoor lighting is available to Dominion Power electric customers in the following applications:

- (1) Single-family homes;
- (2) Civic, worship, and multifamily locations (on existing poles or on new poles after one year of service); and
- (3) Businesses (on existing poles only).

New lighting must be reviewed and approved by the city to verify compliance with Zoning Ordinance, City Code, and the Building Code.

(e) **Does the city provide grants for neighborhood streetlighting projects?**

Yes. The Housing and Neighborhood Services Division of the Community Development Department is working with neighborhoods in the city to provide incentives, through matching grant funds, in support of neighborhood projects designed to create "Healthy Neighborhoods." Grant awards are made available from the Hampton Neighborhood Commission to support inclusive, collaborative, community-led efforts to improve neighborhoods. Neighborhood serving organizations may apply for up to \$100,000 in grant funds for improvements to "public property" as defined in the adopted grant policy. Streetlighting may be considered as a possible project. Applicants must demonstrate collaborative partnerships among neighborhoods, public, private and/or non-profit partners. Projects also must be based on a community planning process that involves key community stakeholders and other community members impacted by the project. Additional information is available by contacting the Community Development Department's Housing and Neighborhood Services Division at (757) 727-6140 or by visiting the office located at 22 Lincoln Street in Hampton, on the 5th Floor of City Hall.

OUTDOOR LIGHTING POLICY & PROCEDURES

ARTICLE II – STREETLIGHTING ON EXISTING CITY-OWNED PROPERTY, INCLUDING CITY RIGHTS-OF-WAY

Sec. 2-1. – Generally.

- (a) Streetlighting generally.

This Lighting Policy describes the means and methods by which streetlights are managed and coordinated within rights-of-way throughout the city. The Director of Public Works or his designee is charged with ensuring adequate illumination and compliance with prevailing city streetlight planning practices and established standards. It is the policy of the city to provide adequate illumination of city rights-of-way, including streets and sidewalks, which is appropriate for the surrounding land use and affordable within budgetary constraints. Lighting of other public lands and buildings, and any indirect lighting for abutting private properties, is incidental to this basic purpose.

- (b) Waiver or modification of Lighting Policy standards.

The Director of Public Works or his designee is authorized to amend or waive provisions of this article of the Lighting Policy when the amendment or waiver does not conflict with the Zoning Ordinance or the City Code and the interest of the public is protected.

Sec. 2-2. – New development and capital projects.

- (a) Generally.

- (1) As city capital projects create new streets or reconstruct existing streets, Public Works shall be responsible for establishing appropriate streetlighting.
- (2) All new streetlighting in Clear Zone, APZ 1, and APZ 2 zoning districts must be Dark Sky compliant, unless it conflicts with another underlying design standard pursuant to a zoning overlay, the comprehensive plan, or specific design details outlined in this Lighting Policy. Dark Sky lighting reduces light trespass and glare by requiring shielding and cut-off fixture types. Lighting fixtures with the International Dark Sky Association's "Fixture Seal of Approval" shall be presumed to be Dark Sky compliant. See **Exhibit 3** for examples.

- (b) Standards for streetlighting.

- (1) Streetlight equipment.

Citywide, equipment generally is furnished by Dominion Power and availability may be changed without notice. The city pays Dominion Power the actual cost of purchasing and installing streetlighting equipment, less credit equal to four (4) years operating charges. Dominion Power owns and maintains the equipment. Dominion Power furnishes a variety of poles and equipment.

For reasons including cost, performance, and aesthetics, the city uses the equipment described in Article I to the maximum extent practicable.

- (2) Layout, fixtures, lumen rating, and spacing shall comply with the applicable standards of Article I to the maximum extent practicable.

Sec. 2-3. – Supplemental lighting for existing public streets.

- (a) Within existing neighborhoods, residents who believe that the level of illumination along their street is inadequate may submit a request for additional streetlighting.

- (b) Process for requesting additional streetlights.

The individual requesting additional or different streetlighting must submit a request through the city's Customer Call Center. The Customer Call Center may be reached by landline phone by dialing 3-1-1 within city limits, or (757) 727-8311 when outside city limits or when using a cell phone.

- (c) Process for reviewing streetlight requests.

- (1) Within twenty (20) working days of the streetlighting request, Public Works will conduct a field review of the area.

- (2) Public Works will evaluate each request and make a recommendation to the Director of Public Works or his designee for approval or denial based on all of the following criteria:

- a. What concern initiated the request?
- b. Does the existing streetlighting already meet Lighting Policy standards?
- c. Is the requested location a public right-of-way or public property?
- d. Are easements required (may apply when the power source is in the rear of the property)?
- e. Will the proposed installation require tree pruning or removal or adversely affect the critical root zone of adjacent trees?

- (3) Once these criteria are evaluated, the Director of Public Works or his designee will advise the requestor of approval or disapproval of the lighting request. If approved and there is no funding available, the request will be placed on a prioritized waiting list until a funding source is identified. If funds are available, the Director of Public Works or his designee will initiate the following process.

- (d) Process for installation of additional streetlights.
 - (1) Public Works will request a cost estimate from Dominion Power for the streetlight improvements.
 - (2) Upon receipt of the cost estimate, Public Works will:
 - a. Request a purchase order for the streetlight installation from the Department of Consolidated Procurement;
 - b. Authorize Dominion Power to install the streetlights and monitor the status of construction;
 - c. Receive from Dominion Power notification of work completed. Upon completion, conduct a field inspection to verify accuracy of work; and
 - d. Upon receipt of an invoice from Dominion Power, prepare a material receipt to initiate payment for the streetlight project, if applicable.

Sec. 2-4. – Maintenance of streetlighting.

- (a) The maintenance and operation of streetlight equipment becomes the responsibility of Dominion Power upon completion of installation.
- (b) Outages.
 - (1) Public Works shall report to Dominion Power, as promptly as possible, any lights that are out or not operating properly.
 - (2) Except in storm or other unusual weather or operating conditions, Dominion Power will endeavor to replace or repair such lights within three (3) working days after such report for overhead installation and five (5) working days after such report for underground installation. If the streetlight has not been repaired within eleven (11) calendar days, regardless of the reason, Dominion Power automatically will adjust the billing. The amount of any refund or credit for such lights is prorated for the days of outage following the first report to Dominion Power, except for outages caused by extraordinary circumstances requiring abnormal repairs.
 - (3) Citizens may report outages directly to Dominion Power by calling 1-866-366-4357, or they may report streetlight outages to the city's Customer Call Center. The Customer Call Center may be reached by landline phone by dialing 3-1-1 within city limits, or (757) 727-8311 when outside city limits or when using a cell phone. Streetlight outage information is available to Public Works traffic operation designee via Dominion Power's website.

(c) Relamping.

(1) Dominion Power will follow its policy for cleaning and relamping of Dominion Power-owned street and outdoor lighting fixtures as follows:

- a. Mercury vapor fixtures will be cleaned and relamped approximately every four (4) years.
- b. High pressure sodium vapor fixtures will be cleaned and relamped approximately every four (4) years.
- c. Upon request, at no charge to the city, Dominion Power will provide on an annual basis the location where such cleaning and relamping has taken place.

(d) Mapping.

Dominion Power maintains maps showing the location and type of streetlights throughout the city, which are available on Dominion Power's website. Periodically, Dominion Power may initiate a field survey to identify and update all streetlights billed to the city. Upon written request of the city, but not more frequently than once every three (3) years, Dominion Power shall perform such field survey at no charge to the city. When the survey is conducted at the request of the city, the city will provide a representative to accompany the Dominion Power surveyor. The city also will be given the opportunity to have a representative present during a survey initiated by Dominion Power.

Sec. 2-5. – Streetlight cost and funding.

(a) Streetlighting currently is billed to the city by Dominion Power on a monthly basis, calculated by the total number of each type of fixture multiplied by the monthly charge for that particular wattage lamp.

(b) Rates for Dominion Power streetlight service.

Rates for streetlights are negotiated every three (3) years with Dominion Power through the Virginia Energy Purchasing Governmental Association (VEPGA). A steering committee made up of representatives from each locality and utility consultants begin negotiations in Richmond before the end of the current contract period to design rates, terms, and conditions for the new contract period.

OUTDOOR LIGHTING POLICY & PROCEDURES

ARTICLE III – LIGHTING—OTHER THAN STREETLIGHTING—ON CITY-OWNED PROPERTY

Sec. 3-1. – Generally.

- (a) Application of the Lighting Policy.

All new development on city-owned, Hampton Redevelopment and Housing Authority (“HRHA”), and Economic Development Authority (“EDA”) properties requiring site plan review and approval pursuant to Chapter 35.1 of the city code shall comply with the standards set forth in Article I, Sec. 1-2 of the Lighting Policy.

- (b) Maintenance of lighting on public property.

The maintenance of lighting for public property, such as office buildings, parks, and school grounds, is under the control of various city departments. Public inquiries concerning additional lights on public property, other than on public streets, should be referred to the appropriate department, as follows.

Sec. 3-2. – Parks lighting – Department of Parks & Recreation / Parks Operations.

- (a) The Department of Parks & Recreation, Parks Operation Division is responsible for maintaining security lighting and roadway lighting for park and playground areas.
- (b) Requests for additional park and playground lighting are handled by the Department of Parks & Recreation, utilizing both department personnel and a private contractor. The Department of Parks & Recreation may be reached via the Customer Call Center. The Customer Call Center may be reached by landline phone by dialing 3-1-1 within city limits, or (757) 727-8311 when outside city limits or when using a cell phone.
- (1) Requests for additional streetlights surrounding park or playground property should be referred to Public Works, as described in Article II of this Lighting Policy.
- (c) Park properties generally close at sunset, with the exception of active recreation areas. Night lighting, therefore, is not required in most instances.
- (d) Dominion Power bills the Department of Parks & Recreation on a separate account for lighting described in this article.

Sec. 3-3. – School property lighting – School Board/Facilities Department.

- (a) Lighting on school property is the responsibility of the school system, with the exception of lighting for public recreation areas on school grounds, which is the responsibility of the Department of Parks & Recreation. Streetlighting of public streets up to the property line of the school is the responsibility of Public Works, as described in Article II of this Lighting Policy.
- (b) Dominion Power bills the school system monthly on a consolidated billing process for lighting at each school.
- (c) Lighting maintenance and additional lighting needs, including parking lot lighting, is processed through the School Board Facilities Department. The School Board Facilities Department can be reached via the Customer Call Center. The Customer Call Center may be reached by landline phone by dialing 3-1-1 within city limits or (757) 727-8311 when outside city limits or when using a cell phone.

Sec. 3-4. – Lighting of public buildings, parking lots, and other sites.

- (a) The Facilities Management Division of Public Works is responsible for the maintenance of lighting for public buildings, parking lots, and other miscellaneous sites.
- (b) Requests for additional lighting for these areas are referred to the Facilities Management Division of Public Works. The Department of Public Works may be reached via the Customer Call Center. The Customer Call Center may be reached by landline phone by dialing 3-1-1 within city limits or (757) 727-8311 when outside city limits or when using a cell phone.
- (c) Dominion Power bills the department monthly on a consolidated billing process for lighting.

Exhibit 1: Master Plan Area Specialty Lighting





Master Plan Area	Location	Fixture	Pole	Source	Image
Buckroe	Buckroe Park/E. Pembroke (Mallory – 1 st St.) 1 st and 2 nd Street (Point Comfort – Buckroe)	Sun Valley OVI-PG-V-150 PSMH; OVI-PG-111_150 PSMH; OVI-PG-111-175 MH (green)	Textured Pole LBH(S)A14-T-3-T400-S (green) 14' mounting height	Private	
Buckroe	E. Pembroke Ave. (Mallory – Old Buckroe); Mallory St. (Buckroe – Old Point Comfort)	Philips Hadco Cutoff Town C4281C MH (100 watt) black Arm Bracket CA4281	Textured Pole LBH(S)A14-T-3-T400-S (black) 14' mounting height	Private (approved & maintained by Dominion Power)	
Coliseum Central	All streets (streetlighting)	Expressway (Black; 400watt – flat lens)	Fiberglass (smooth, black) 40' mounting height	Dominion Power	
Coliseum Central	All streets (pedestrian scale lighting)	Decorative Acorn (Black; 100 watt metal halide)	Tapered Fluted (smooth, black) 14' mounting height	Dominion Power	

Exhibit 1: Master Plan Area Specialty Lighting




<p>Downtown</p>	<p>Streets & parks within the historic area</p>	<p>Philips Lumec LED Square Lantern 26A-SG (black)</p>		<p>Private</p>	
<p>Downtown</p>	<p>Streets & parks within the historic area</p>	<p>Bollard: Philips Lumec BOR80 – MH (black)</p>		<p>Private</p>	
<p>Downtown</p>	<p>Streets & parks within the historic area</p>	<p>Supplemental roadway lighting: Gardco Pureform (black)</p>		<p>Private</p>	

Exhibit 1: Master Plan Area Specialty Lighting




<p>Downtown</p>	<p>Streets & parks within the waterfront area</p>	<p>Lighting : Philips Lumec LED Domus DMS50 (silver)</p>	<p>Bracket CN1 (silver); Pole SPR5V (silver)</p>	<p>Private</p>	
<p>Downtown</p>	<p>Streets & Parks within the waterfront area</p>	<p>Bollard: Philips Lumec LED CALB2 (silver) with 6LEDB (blue light)</p>		<p>Private</p>	
<p>Downtown</p>	<p>Streets & Parks within the waterfront area</p>	<p>Supplemental roadway lighting: Gardco Pureform (black)</p>		<p>Private</p>	

Exhibit 1: Master Plan Area Specialty Lighting

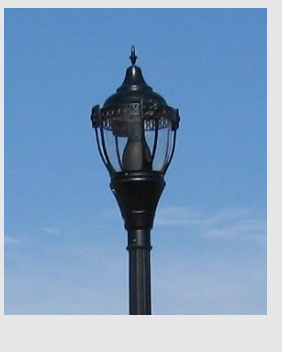
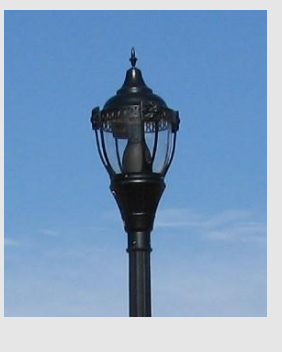
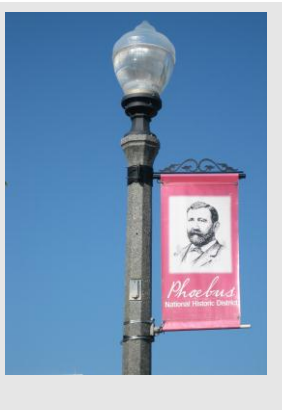
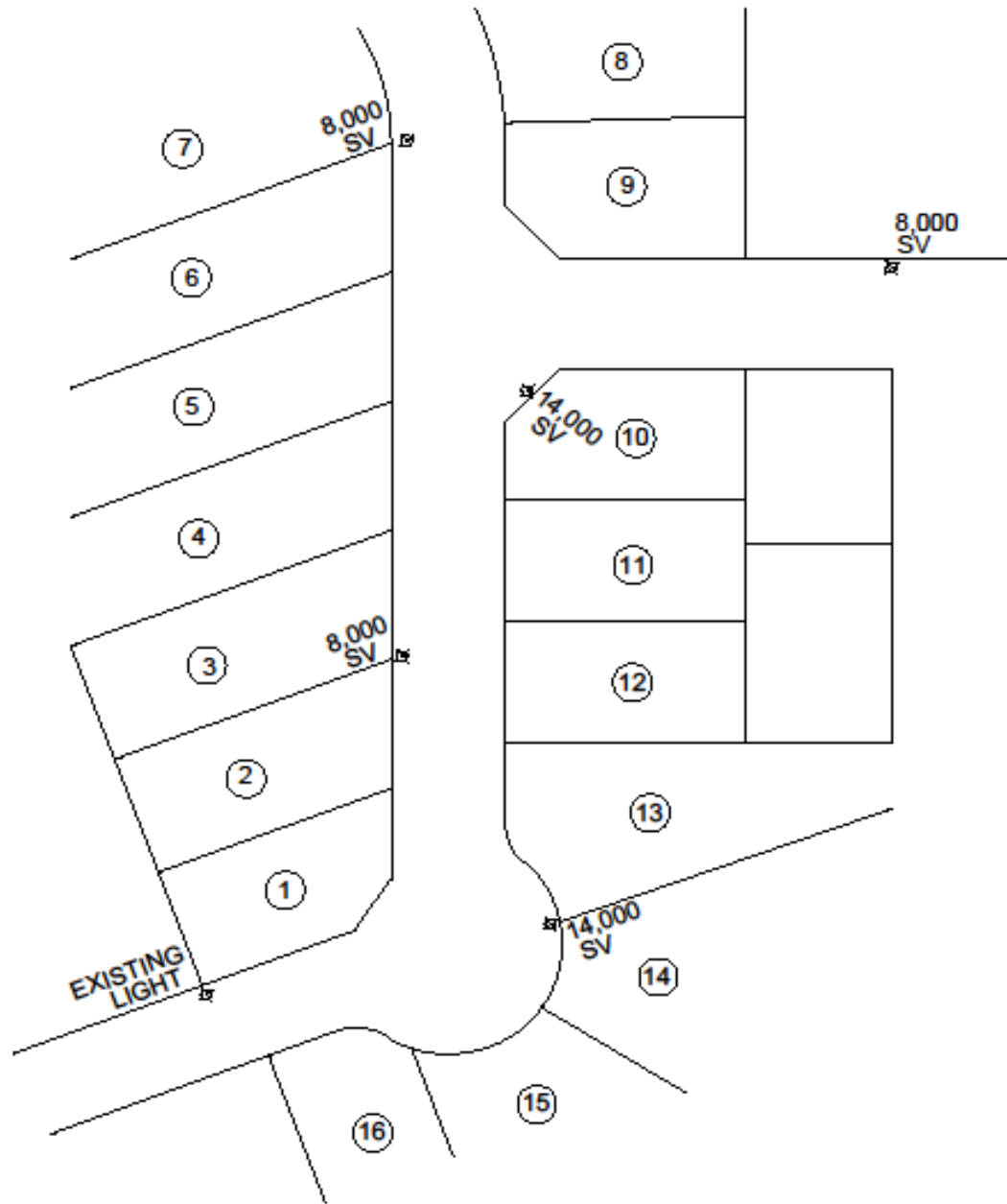
<p>Kecoughtan Road Corridor</p>	<p>Kecoughtan Road</p>	<p>Decorative Acorn (black)</p>	<p>Fiberglass 10' mounting height (smooth, black)</p>	<p>Dominion Power</p>	
<p>N. King Street Corridor</p>	<p>N. King Street</p>	<p>Decorative Acorn (black)</p>	<p>Fiberglass 14' mounting height (smooth, black)</p>	<p>Dominion Power</p>	
<p>Phoebus N Mallory Street (Mercury – I-64)/Mellen Street (Libbey Street – Mugler Bridge)</p>	<p>N Mallory Street (Mercury – I-64)/Mellen Street (Libbey Street – Mugler Bridge)</p>		<p>14' mounting height (black concrete)</p>	<p>Private</p>	

EXHIBIT 2A: TYPICAL NEW SUBDIVISION STREET LAYOUT



NOTE:
SV = SODIUM VAPOR

EXHIBIT 2B: TYPICAL NEW SUBDIVISION STREET LAYOUT

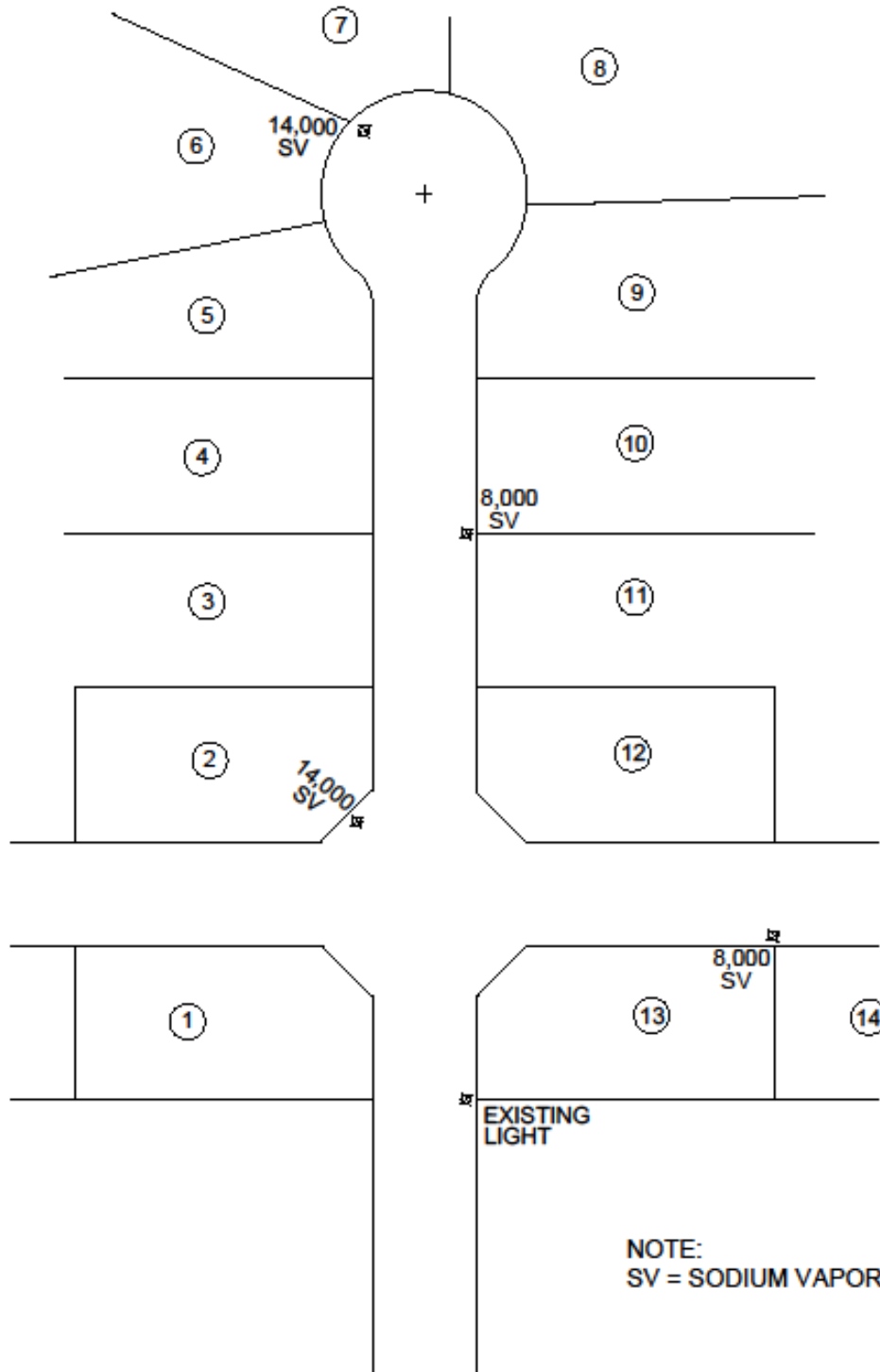


Exhibit 3: Examples of Exterior Fixtures

Fully Shielded Building Mounted Fixtures (Full Cutoff / Dark Sky Friendly)



Unshielded Building Mounted Fixtures (High Potential for Glare / Light Pollution)



Fully Shielded Pole Mounted Fixtures (Full Cutoff / Dark Sky Friendly)



Unshielded Pole Mounted Fixtures (High Potential for Glare / Light Pollution)

