



TOWN OF TYNGSBOROUGH
Office of the Town Manager
Town Offices | 25 Bryant Lane
Tyngsborough, MA 01879
Tel: (978) 649-2300 Ext. 100 | Fax: (978) 649-2320

New Streetlight Policies & Procedures

PURPOSE

The purpose of this document is to develop and adopt the official policies and procedures pertaining to the installation of new streetlights. Streetlights provide drivers, cyclists, and pedestrians with safe roadways and sidewalks. Streetlights are provided for traffic safety, not for private security purposes. While they may enhance the security of private property, the primary intent of this document is to establish streetlight installation policies and procedures to provide and enhance roadway safety and visibility, not for private security purposes.

NEW STREETLIGHT REQUESTS

A request for a new streetlight where no lighting currently exists shall be submitted to the Town Manager or the designee thereof. Installation of a single streetlight independent of other, established streetlights will be evaluated on the merits of existing lighting conditions, installation and maintenance costs, and completeness of the submitted request.

Residents and/or businesses located on a private way shall be responsible for the installation, maintenance, and payment for streetlights located on the private way.

New streetlight installations will be considered to achieve goals outlined in the purpose statement above. Primary considerations for the location of streetlight additions include:

- Street intersections
- Near curves in the road
- Along road inclines or declines
- Areas that would provide improved safety for pedestrians
- Areas with a history of motor vehicle, bicycle, or pedestrian accidents
- Existence of additional streetlights or other lighting in the area
- Proximity to school zones, sidewalks, or public facilities
- Traffic volume and speed
- Energy efficiency and environmental considerations
- Availability of poles and/or utility infrastructure
- Cost of installation and ongoing maintenance



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Individuals submitting a request for a new streetlight should fill out the *Request for New Streetlight Form* on the Town Website [here](#). Please provide the following information:

- Name, address, phone number, and email address of requestor. The Town reserves the right to disregard anonymous requests.
- Exact location of the requested streetlight. Include street address or listed pole number. (ex. Pole #999 located in front of 25 Bryant Lane)
- If no pole is present at the proposed location, indicate specific location by identifying nearby landmarks (ex. Other poles, even or odd side of street, address of nearby buildings, cardinal direction, etc.)
- Reason for request - Please provide information as to why the location should require a streetlight. Keep in mind the criteria listed above for installation of new streetlights.
- Any relevant supporting documentation (e.g., photos, maps, accident reports, etc.)

Requests shall be evaluated by the Town Manager or designee thereof, on the merits of need and cost, in coordination with Tyngsborough Police, Department of Public Works, Planning Department, and any other department deemed necessary to thoroughly evaluate the request.

The Town Manager will render a decision within 90 days of receipt of the request with a written copy delivered to the requesting party via mail or electronically. A decision may approve in whole or in part, deny, or request additional information, or defer action pending budget or infrastructure considerations.

The Town recognizes that street lighting can contribute to public safety; however, the presence or absence of streetlights does not guarantee safety and does not create any right or entitlement to streetlights upon request. Nothing in these policies and procedures shall be construed to create a duty on the part of the Town to install, operate, or maintain any streetlight, or to create liability for damages alleged to result from the absence, malfunction, or placement of streetlights.

Questions regarding this policy can be directed to the Town Manager's Office at (978) 649-2300 Ext. 100.

These policies and procedures may be amended by vote of the Select Board or other appropriate authority. The Town reserves the right to modify or rescind these policies and procedures based on budgetary, legal, or operational considerations.

These policies and procedures shall take effect as of [July 7, 2025].

Adopted by the Select Board July 7, 2025.