

TITLE: STREET LIGHT PROCEDURE
SECTION: ENGINEERING & PUBLIC WORKS
POLICY NO.: 31600-02-P

APPROVAL DATE: March 24/26

CAO Signature: 

PURPOSE

This Operating Procedure provides administrative and technical guidance for the evaluation, design, installation, operation, and maintenance of street lighting in accordance with the Town of Amherst Street Light Policy.

GENERAL APPROACH

Street light placement shall be made using a risk-based assessment.

LIGHTING WARRANT EVALUATION

Operations staff shall evaluate the need and location for street lighting using the following criteria:

- Roadway classification (arterial, collector, local)
- Traffic volumes and vehicle speeds
- Pedestrian activity and proximity to pedestrian infrastructure
- Intersection configuration and sightlines
- Documented safety concerns or collision history
- Land use (residential, commercial, institutional)
- Existing utilities and infrastructure constraints

Where a lighting warrant is met, general placement and spacing practices shall follow established Town standards, including:

- Installation on utility poles at a typical mounting height consistent with municipal practice, typically 8 metres.
- Placement on one side of residential streets and, where feasible, on the same side as the sidewalk to support pedestrian visibility
- Spacing that promotes consistent illumination patterns along the roadway, typically not more than 70 metres between lights.
- Installation at intersections and other locations with increased vehicle or pedestrian conflict points
- Consideration of marked crosswalk locations where existing infrastructure allows for safe and practical lighting installation

LIGHTING DESIGN STANDARDS

Street lighting design, including light levels, uniformity, glare control, and pedestrian considerations, shall be informed by recognized industry best practices and current technical standards, as amended from time to time.

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Light Output

Lighting levels shall be designed using minimum lumen outputs appropriate to roadway classification and pedestrian activity, in accordance with industry best practices and supplier specifications. As general guidance for fixture output selection:

- Local residential streets: approximately 3,000–6,000 lumens per fixture
- Collector roads: approximately 6,000–12,000 lumens per fixture
- Arterial and higher-volume streets: approximately 12,000–20,000 lumens per fixture

Final lumen selection shall consider pole height, spacing, roadway width, surrounding land use, and the presence of pedestrian infrastructure.

LED Colour Temperature

LED colour temperature selection shall consider neighborhood context and user comfort. As general guidance:

- Residential areas: approximately 2700K–3000K (warmer appearance)
- Collector and mixed-use areas: approximately 3000K–4000K
- Arterial and commercial streets: approximately 4000K–5000K where higher visibility is appropriate

Colour temperature selection shall also consider glare, contrast, and pedestrian comfort. Colour temperature standards may be updated as technology and best practices evolve.

Pole Location and Spacing

In most cases, lighting placement is constrained by existing utility pole locations rather than new pole installations. As such, staff shall optimize fixture selection, mounting height, and orientation to achieve the best practicable lighting performance within existing infrastructure limitations.

ACCESSIBILITY

Lighting design shall consider accessibility by:

- Minimizing harsh glare and unshielded light sources
- Promoting consistent lighting patterns to support depth perception
- Giving priority to pedestrian routes and crossings

LIGHT SPILL AND MITIGATION

Where feasible, staff may implement mitigation measures to reduce light spill on adjacent properties, including:

- Shielding or directional fixtures
- Adjusted fixture placement or orientation

Mitigation measures shall be applied on a case-by-case basis.

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INSTALLATION ON NEW STREETS

Street lighting on new public streets shall be installed following the Town assuming ownership of the roadway. Installation timing shall be coordinated with the commencement of building construction.

INSPECTION AND MAINTENANCE

Street lighting assets shall be inspected and maintained in accordance with Public Works operational practices and available resources. As a general standard, system-wide inspections shall be conducted two times per year to identify non-functioning fixtures, damage, or other maintenance needs.

Inspection frequency may be adjusted based on asset condition and service demands.

COMPLAINTS

Public Works staff shall review and respond to street lighting complaints and service requests using this Operating Procedure and the Street Light Policy as guiding documents.

Repairs are carried out by a third-party electrical contractor. For efficiency, the contractor typically schedules repairs once three to five non-functioning lights has been identified. Notwithstanding this practice, the Town’s service objective is to have reported street light outages repaired within three weeks, subject to contractor availability and material supply.

ROLES AND RESPONSIBILITIES

Title/Role	Responsibilities
Director of Operations	<ul style="list-style-type: none"> Ensure the procedure is reviewed periodically and updated as needed to reflect changes in best practices and ensure it meets the needs of the Town.
CAO	<ul style="list-style-type: none"> Review proposed or recommended changes to the procedure for approval consideration (approve, reject or edit)
Operations Staff	<ul style="list-style-type: none"> Follow the operating procedure and recommend changes to the Director.

For Administrative Use Only:

VERSION LOG

Amendment Description	Owner	Approved By	Approval Date
New Procedure	Director of Operations	CAO	March 24, 2026