

# CITY OF GALENA, ILLINOIS



## New Street Light Request Form

Name of Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

City

State

Zip

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Proposed Location for New Light: \_\_\_\_\_

Explain the reason(s) for requesting the new light: \_\_\_\_\_

Please Note: All property owners on the same street and within 250 feet of the proposed street light must be asked whether or not they support the installation of the light. Signatures of the owners and their agreement or disagreement with the proposal must be included with this application.

The undersigned certifies that the information set forth in this return is true and accurate to the best of my knowledge.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

Please return the completed form to: City of Galena  
101 Green Street  
Galena, Illinois 61036

### Street Light Request Procedure:

1. Applicant completes New Street Light Request Form.
2. Proposed location is reviewed by the City Engineer and Public Works Director
3. City Engineer prepares written recommendation.
4. Request and recommendation are placed on a City Council agenda. The City Council meets the 2nd and 4th Monday of each month.
5. If the request is approved by the City Council, a letter of approval will be mailed to the applicant and the City Engineer will submit a written request to Jo Carroll Energy for the installation of the light.
6. If the request is denied, a letter will be sent to the applicant with an explanation of the reasons for denial.

### City of Galena Use Only

Permit Issued By: \_\_\_\_\_ Date: \_\_\_\_\_