

# Corporate Policy

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Section:	Engineering and Operations	11
Sub-Section:	Streets and Roads	5400
Title:	Street Lighting – Glare Shields	2023-01

## Related Policies

Number	Title

## Approvals

Approval Date: September 12, 2023	Resolution #: <u>RC23/223</u>
Amended:	Resolution #:
Amended:	Resolution #:
Amended:	Resolution #:

## Policy

The City of Port Moody wishes to provide a safe and comfortable environment for all road users (motorists, cyclists, pedestrians, etc.). The provision of clear visual comprehension of the surrounding environment may help prevent or reduce motor vehicle and pedestrian accidents. As such, the installation of Glare Shields on Street Lights intended to provide public street lighting in the City of Port Moody will only be considered in accordance with the procedures outlined in this policy.

## Definitions

“Glare Shield” means a curved or formed appurtenance attached to the street light head to prevent light trespass in a specific direction.

“Light Trespass” means excess lighting that is projecting beyond the design area.

“Street Light” means a City-owned electrical infrastructure that emits lighting onto the roadway to assist road and sidewalk users at night time by increasing visibility and improving perceived safety.

## Procedures

1. All requests for installations of Street Light Glare Shields require review and approval by the General Manager of Engineering and Operations or their designate.
2. Street Light Glare Shields will only be considered where:
  - the property owner adjacent to the Street Light is the requestor;
  - Light Trespass into the requestor’s home is reasonably demonstrable;
  - the Glare Shield would be located on the back of the Street Light to prevent backward Light Trespass (no Glare Shields will be considered on the front or sides of Street Lights); and
  - limited or no effects to the lighting distribution or luminance on the roadway or sidewalk is expected.
3. Removal of existing Street Light Glare Shields is at the discretion of the General Manager of Engineering and Operations or their designate. Rationale for the removal of existing Street Light Glare Shields may include, but is not limited to:
  - lighting concerns upon monitoring the effect of the Glare Shield;
  - maintenance frequency or costs; and
  - changes in Street Light equipment or technology.
4. The requestor shall be responsible for the costs of installation or removal of Street Light Glare Shields. The costs must be paid in advance of installation or removal of the Glare Shields by the City and shall be determined as follows:

## **Corporate Policy Manual**

### **Street Lighting – Glare Shields**

- for basic installation or removal of a typical Street Light Glare Shield, fees shall be as prescribed in the City of Port Moody Fees Bylaw; and
- for non-basic installation or removal of a Street Light Glare Shield, such as where the Glare Shield may require non-typical or specialized design, equipment, parts, labour, or administration, or where there are other factors that increase the cost of the work as directed by the General Manager of Engineering and Operations or their designate, fees shall be based on a cost estimate prepared by the General Manager of Engineering and Operations or their designate.

### **Monitoring/Authority**

The General Manager of Engineering and Operations is responsible for the implementation of this policy. Changes to this policy require the approval of Council.