

## **PROCEDURES FOR STARTING A STREET LIGHT TAX DISTRICT IN OCONEE COUNTY**

In order to create a street light district in Oconee County, the homeowner's association or other interested party (the applicant) shall initiate the following steps:

1. Applicant contacts the power company serving their area:

**Walton EMC**

Tracie M. Guinn  
P.O. Box 260  
Monroe, GA 30655-0260  
Phone # 706-769-5622 (call Watk. office & they'll transfer you)

**OR**

**Georgia Power**

David Heard  
P.O. Box 1312  
Athens, GA 30613  
Phone # 706-357-6709

Advise the power company that you want a street light district in accordance with Article 12, Section 1235 of the Oconee County Unified Development Code (UDC).

2. The power company's representative will prepare a service plan in accordance with the minimum standards of the UDC.
3. The power company will provide an itemized estimate of the cost of service.
  - a) Installation costs
  - b) Number of lights times cost per month
  - c) Number of poles times cost per month (if applicable)
  - d) Number of underground services times cost per month (if applicable)

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= total amount per month  
(also any up front charges for installation)

4. The Planning and Code Enforcement Department will review the service plan and itemized costs for compliance with the UDC.
5. The Planning and Code Enforcement Department will prepare a petition for the district.
6. Applicant must pick up the petition and obtain at least 66.666 percent of signatures from property owners within the proposed district. In the case of a single owner for all property in the district, the following form letter will be used in lieu of the petition: Street Light District Request Letter (see below)
7. Applicant returns signed petition (or letter) to the Planning and Code Enforcement Department with \$100 application fee.
8. The Planning and Code Enforcement Department prepares a legal advertisement and presents the petition (or letter) to the Board of Commissioners for action.

**NOTICE**  
**STREET LIGHT TAX DISTRICT BILLING POLICY**

For new subdivisions (final platted after January 1<sup>st</sup> of the tax year) for which a street light district is approved, the following billing policy applies:

1. For subdivisions platted/approved January 1<sup>st</sup> through June 30<sup>th</sup>, the street light tax (partial year) will be assigned to the parent parcel. The developer or owner of the parent parcel will, therefore, be responsible for the tax bill and for passing on the cost to each lot purchased at the time the lot is sold.
2. For subdivisions platted/approved July 1<sup>st</sup> through September 30<sup>th</sup>, the developer will be responsible for prepaying the first year tax (partial year) prior to the lights being turned on. If the developer does not pre-pay the partial year's tax, then the lights cannot be turned on until January 1<sup>st</sup> of the next year.
3. For districts platted/approved October 1<sup>st</sup> through December 31<sup>st</sup>, the lights will not normally be installed and turned on until January 1<sup>st</sup> unless the developer prepays a partial year's tax and the power company can install the lights prior to January 1<sup>st</sup>.

PLANNING DEPT.  
706-769-3910  
1291 Greensboro Highway  
Watkinsville, GA 30677

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(Date)

Oconee County Board of Commissioners  
c/o Oconee County Planning and Code Enforcement Dept.  
1291 Greensboro Highway  
Watkinsville, GA 30677

Dear Members of the B.O.C.:

As the sole owner(s) of all of the lots in \_\_\_\_\_ Subdivision, I (we) hereby request that Oconee County establish a street light tax district for this development in accordance with the Oconee County Unified Development Code and the service map and cost of services prepared by (check one):

- Walton EMC
- Georgia Power

Sincerely,

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(Signature of owner)

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(Print name)

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(Title)

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(Address)

Please submit your completed form to either:

[gquintas@oconee.ga.us](mailto:gquintas@oconee.ga.us)

*NOTE: A check for \$100 will also need to be submitted for this application. Please send the check, made out to Oconee County, to: Planning and Code Enforcement, 1291 Greensboro Highway, Watkinsville, GA 30677. You can mail the check and letter together or e-mail the completed letter and mail the check separately. Any questions, please call 706-769-3910.*