



## Small Cell Wireless Application

(One Application for up to 20 Separate Location Permits)

**Incomplete applications will be returned.**

### Wireless Provider:

Name: \_\_\_\_\_ License #: \_\_\_\_\_

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

Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

### Contractor Information\*

Name: \_\_\_\_\_ License #: \_\_\_\_\_

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

Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

\*No contractor may perform any work in the right-of-way unless it is listed on the permit. If a subcontractor will be performing any work, additional contact information must be included on a separate sheet

### Deployment:

Number of facilities included in this application: \_\_\_\_\_

Permit Fee:  Co-Location- \_\_\_\_\_ Units @ \$200 each \_\_\_\_\_  
(Billed \$20/per location annually, in January after initial Permit fee)

New Pole Location- \_\_\_\_\_ Units @ \$300 each \_\_\_\_\_  
(Billed \$125/per location annually, in January after initial Permit fee)

Modification

Payment Type: Cash  Check  Card   
(Payment made by card is subject to a processing fee)

Placement Info (check all that apply):

In ROW  Outside ROW  Authority Pole  Non-Authority Pole

Review Period:  90 days  60 days  Other: \_\_\_\_\_

Explanation for above requested time period: \_\_\_\_\_

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### Required Information to Include:

- 1- Map and list of location (PDF and Hard Copy)
  - Precise location of each new pole and co-location all on one map
  - Latitude and Longitude coordinates for each location 90 days after completion
  - Contractor to maintain a map and list of all locations
- 2- Wireless unit specifications (PDF and Hard Copy)
  - Utility pole not to exceed 40' in height
  - Small cell wireless cannot extend 5' past the height of the utility pole or wireless support structure
  - Antenna or antenna within an enclosure cannot exceed 6 cubic feet
  - All wireless equipment associated with each facility cannot cumulatively exceed 25 cubic feet in volume
  - Equipment on a supporting structure may not exceed an aggregate wide of 4' (centered on pole)
  - Equipment on a supporting structure shall be secured a minimum of 10" from the ground surface or 18' where equipment may overhang the back of the curb line. Ground level equipment or shelters are not permitted
  - Small cell wireless facilities shall be located no closer than 18 inches from an existing sidewalk/face of curb location
  - Small cell wireless facilities shall be located no closer than 10' from any driveway
  - Small cell wireless facilities shall be located in line with a side lot line and not in front of a principal building
  - Unless otherwise required by Federal Communications Commission (FCC), the Federal Aviation Administration (FAA), or applicable codes- poles shall either maintain a galvanized silver, gray or concrete finish or subject to any applicable standards of FAA, FCC or such codes, be painted a neutral color to reduce visual obtrusiveness
  - At the pole sites, related equipment shall use materials, colors, textures, screening, and landscaping that will blend into the that will blend the facilities to the natural setting and environment to the extent reasonably practical
  - All poles shall be monopole design and construction unless the City approves an alternate design. Disguising or stealthing poles is encouraged
- 3- Spacing and Location
  - Any non-right-of-way locations require Zoning approval (provide a separate detailed map to include setbacks)
  - City and permittee agree to relocated within 75' from proposed location
  - New utility poles, wireless support structures and ground mounted equipment shall be installed at least three hundred (300') feet from any existing or proposed utility pole, wireless support structure or ground-mounted equipment. Any wireless provider desiring to install utility poles less than 300' apart shall demonstrate to the City's satisfaction that the wireless provider could not serve a location without the desired placement



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- 4- Certification and documentation (both PDF and Hard Copy must accompany this permit) for
  - FCC RF Compliance Certificate for each unit/site
  - Certificate of Insurance (see full permit requirements)
  - Bond per location (\$1,000 per location)
  - If applicable, proof of permission and easements outside of public ROW
  - Facility will not interfere with traffic control or SCADA (sanitary sewer lift stations)
  - Facility will not interfere with maintenance or full unobstructed use of public utility infrastructure
  - Facility will not interfere with the American Disabilities Act (ADA)
  - Provide Engineering documentation that each pole to be utilized can sustain proposed Location
- 5- Disclosures
  - Small cell facilities shall be labeled with the name of the provider, emergency contact telephone number and information that identifies the facility and location by permittee
  - Notice to impacted public will be provided by the utility to properties within 300 feet of a location where a permit has been issued for collection, installation or construction of a small cell facility with contact information provided by the permittee
- 6- Traffic Control
  - If City Streets or sidewalk traffic will be impacted, contact the Department of Public Works with the traffic and pedestrian plan, for approval
- 7- After Approval
  - Small cell wireless facility must be operational within 1-year of approval
  - Restoration of surrounding right-of-way within 60 days of completion

*All Fees will be reviewed annually by the City Council with recommendations made by the Planning and Zoning staff*

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Zoning Administrator

\_\_\_\_\_  
Date