



City of Durham

17160 SW Upper Boones Ferry Rd.
Durham, Oregon 97224

Small Cell Wireless Right-of-Way Siting Application

Website: www.durham-oregon.us
e-mail: cityofdurham@comcast.net
503.639.6851 Fax 503.598.8595

BUSINESS INFORMATION

Provider's Name as registered with the State of Oregon: Name, title, telephone, and email for the person to whom **notices** from the City should be sent:

DBA:

State of Incorporation:

Type of Ownership:

Company Contact:

Email:

Attach any affiliated businesses, including parent or subsidiary organizations, and contact information. Any related/subsidiary organizations not identified will be required to obtain separate authorization.

Principal Office Address:

Local Office Address:

Contact:

Contact:

Business Phone:

Business Phone:

Email:

Email:

Name, title, telephone, and email for the person to whom **notices** from the City should be sent:

Name, title, telephone, and email for **local operations** person(s) to be contacted regarding the provider's facilities or equipment within the City rights of way:

DESCRIPTION OF FACILITIES AND EQUIPMENT

Attach as Exhibit A:

1. Aerial map showing the location(s) of the existing support structure(s) to which the Small Cell Wireless Facility/Facilities will be attached.
2. Street view image or photographs showing both the existing site conditions, and the proposed site conditions following the installation of Small Cell Wireless facilities.
3. Scaled plans or drawings, prepared by a professional engineer licensed in the State of Oregon, showing:
 - a. That the height of a new wireless support structure, or increase in height of an existing wireless support structure, complies with the City of Durham's Design Guidelines as follows:
 - i. New wireless support structure: the overall height of the wireless support structure and Small Cell Facility, including shrouding and concealment.
 - ii. Existing wireless support structure: the increase in height due to the attached Small Cell Wireless Facility, including shrouding and concealment.
 - b. The height from the base of the support structure to the lowest point of all proposed Small Cell Wireless facility equipment to be installed on the structure.
 - c. The distance from the outer edge of the support structure parallel to the outer edge of all equipment associated with the Small Cell Wireless Facility to be installed on the structure

Exhibit A continued:

4. Plans, drawings, or other analyses, prepared by a professional engineer licensed in the State of Oregon, that demonstrates that she/he has evaluated the new or existing wireless support structure for structural stability to determine whether the structure can carry/support the proposed Small Cell Wireless Facility and (if an existing structure) that it can bear the wind load without modification, or whether installation of the Small Cell Wireless Facility will require modifications to or replacement of the existing support structure. If modifications are necessary, drawings and specifications of such proposed modifications, prepared by a professional engineer licensed in the State of Oregon shall be submitted.
5. Scaled construction plans shall show the right-of-way lines, property lines, proposed utilities (above and below grade), and existing curbs, driveways, sidewalks, streets, paths, buildings, and structures. Any conflicts with existing infrastructure shall be noted, along with a description of how the conflicts will be resolved.
6. Scaled and dimensioned details of proposed small cell facilities, including elevations/profiles, plans and sections, clearly indicating the following:
 - a. Height, width, depth, volume (in cubic feet) and location of all proposed antennae and exposed elements and/or proposed antenna enclosures.
 - b. Height, width, depth, volume and location of all other wireless equipment associated with the Small Cell Wireless Facility, with all electric meters, concealment elements, telecommunications demarcation boxes, grounding equipment, power transfer switches, cut-off switches, and vertical cable runs for the connection of power and other services (clearly labeled).
 - c. Method of installation/connection.
 - d. Color specifications for all wireless support structures and associated exposed equipment, cabinets, and concealment elements.
 - e. Electrical plans and wiring diagrams.
 - f. Footing and foundation drawings and structural analysis, stamped and signed by a professional engineer licensed in the State of Oregon.
7. Manufacturer's specification sheets for all Small Cell Wireless Facility equipment proposed, including support structures, equipment cabinets, shrouds or concealment devices, antennae, meters, radios, switches, telecommunications demarcation boxes, and grounding equipment.
8. For removal of support structures or ground-mounted equipment, a scaled drawing showing the item(s) being removed and the details of restoration to be completed. Restoration shall be completed in accordance with the applicable City standards and shall restore the site to pre-construction conditions.
9. Letter signed by a qualified licensed professional stating that the applicant has performed an analysis to verify that the Small Cell Wireless Facility will not cause any interference with City public safety radios, traffic signal light system, or other communications equipment. It shall be the responsibility of the applicant to evaluate and maintain compatibility between the existing City infrastructure and the applicant's proposed infrastructure.
10. A traffic control plan, in accordance with the applicable City standards.
11. Copies of approvals from any third party owner of an existing utility pole or alternative structure to which the small cell wireless facility will be mounted.

FEE DEPOSIT

The ROW application fee for siting Small Cell Wireless Facilities on existing infrastructure is **\$500.00 for up to 5 sites and \$100.00 for each additional site**, unless the City's actual cost of processing such applications exceeds the otherwise applicable fee, in which case the fee shall be adjusted to an amount equal to the City's actual cost for processing the application.

The ROW application fee for siting Small Cell Wireless Facilities on new support structures to be installed in the City ROW is **\$1,000.00 per new support structure** proposed, unless the City's actual cost of processing such applications exceeds the otherwise applicable fee, in which case the fee shall be adjusted to an amount equal to the City's actual cost for processing the application. In those cases where the City's processing costs exceed the otherwise applicable application fee, the fee paid shall cover all reasonable costs incurred by the City in securing outside expertise necessary to evaluate such applications.

APPLICANT ACKNOWLEDGEMENT

Upon receiving the small cell wireless ROW siting permit application, the City will review the information provided and provide a written determination granting or denying the permit in whole or in part. The permit will be evaluated based upon the provisions of Ordinance 260-18, Utility Facilities in the Public Rights of Way, the capacity of the rights of way to accommodate the propose small cell facilities and applicable federal, state, and local laws, rules, regulations and policies.

The small cell wireless standards are intended to ensure that Small Cell Wireless Facilities within the City ROW are designed, constructed, and maintained in a manner that protects and preserves the physical capacity of the City ROW for its intended use. The Standards outline requirements and permitting processes that allow for reasonable access to the public rights of way for the installation of small cell wireless communications facilities consistent with applicable state and federal law. The Standards are intended to ensure that companies, persons and other entities owning and/or operating small cell wireless communication facilities and/or providing these services within the ROW shall remain in compliance with all applicable state, federal, and local laws, rules and regulations.

The applicant agrees to pay all costs to repair or replace any property damage resulting from the work performed under this permit and acknowledge that failure to pay these cost when due will constitute a violation of the terms of the permit and the City may avail itself to any and all legal remedies. The applicant agrees to hold the City and its employees harmless for any injury or damage resulting from the applicant's action.

By signing this application, the applicant certifies that all the statements made in this application and the statements in any plans, analyses, attachments, and exhibits submitted as part of this application, are true; and the applicant acknowledges that an approved may be revoked if it is found that that any statements are false.

Applicant _____

Title: _____ Date: _____

Return this application with exhibits and your payment to:

City of Durham
17160 SW Upper Boones Ferry Road
Durham, OR 97224

FOR CITY USE ONLY

Received by: _____ Receipt # _____ Date Received: _____

Permit # _____ Date issued: _____ Date Expired: _____

Associated with License # _____