



SMALL CELL NODE PERMIT

Please fill out one (1) permit application form per network node.

STAFF USE ONLY	
PERMIT NUMBER:	INITIAL FEE: \$

SELECT PERMIT TYPE:

- Network Node Permit (i.e. small cell attachment to existing pole)

Number of nodes: _____

Node installation type:

- Existing city owned pole Existing/replacing third-party pole Existing transfer facility

- Node Support Pole Permit (i.e. stand alone for small cell)

Number of poles: _____

- Transfer Facility Permit (i.e. fiber/line connection between small cell and cellular network's switching location)

REQUIRED INFORMATION

1. Is the proposed small cell infrastructure in City, State, or Federal Right-of-Way? | NA
2. Is the proposed small cell infrastructure located in an identified design district, park or residential district as defined by (Ord. No. 1178 § 1.08 or 1.09). Yes No
3. Provide pole ID number, address or intersection, latitude and longitude (accurate up to 6 decimal points).

Pole ID: _____

Address/Intersection: _____

Latitude: _____

Longitude: _____

4. Certificate of Insurance (Attach to application - \$1,000,000 in general liability coverage) (Ord. No. 1178 § 1.07 D.4).
5. Certificate that Network Nodes comply with FCC Regulations and will be placed into service no later than 60 days of construction and final testing (Ord. No. 1178 § 1.07 D.3).
6. Certification of non-interference with City Safety Communication or SCADA networks.

OWNER/APPLICANT:

Contact Name:		Phone No.:	
Email:			
Address:			
City:		State:	
		Zip:	

CONTRACTOR:

Contact Name:		Phone No.:	
Email:			
Address:			
City:		State:	
		Zip:	

ANNUAL FEE BILLING INFORMATION: *Check if same as Owner*

Company Name:			
Contact Name:			
Address:			
Phone No:		Email:	

REQUIRED DOCUMENTS	Applicant Check or NA	Staff
Permits		
City Facilities Small Cell License Agreement, if applicable		
Oncor or Tri-County pre-approval letter, if applicable		
State or Federal Right of Way permit, if applicable		
Location Details		
Aerial map of project location		
Street view image indicating location		
Construction Details		
Route of Conduit (Show existing infrastructure such as sidewalks, roadways and other utilities with 100' of proposed location)		
Profiles – crossing of public utilities		

Construction Details Cont.	Applicant Check or NA	Staff
Pole Elevations – meeting height requirements		
Equipment Details to show strict conformity to size limitations shown in Texas Local Government Code Section 284		
Electrical Conduit Plan – include electrical riser diagram <i>*Prior to construction a separate electrical permit must be obtained</i>		
Traffic Control Plan – including pedestrian safety per the MUTCD		
General		
300 – foot distance analysis exhibit – verifying small cell distance separation		
Industry standard pole load analysis - certified by a registered engineer		
Documentation of frequency (ies) for each small cell node		
Map with addresses identifying parcels within 200 feet of facility		
Example of courtesy letter to be mailed to identified property owner(s) <i>*Proof of courtesy letter mailed must be provided before issuance of permit</i>		

Ordinance No. 1178 § 1.13 INDEMNITY

As provided in Section 284.302 of the Code, a wireless Network Provider shall indemnify, defend, and hold the City harmless from and against all liability, damages, cost, and expense, including reasonable attorney’s fees, arising from injury to person or property proximately caused by the negligent act or omission of the Network Provider. The City shall promptly notify the Network Provider of any claims, demands, or actions (“claims”) covered by this indemnity after which the Network Provider shall defend the claims. The Network Provider shall have the right to defend and compromise the claims. The City shall cooperate in the defense of the claims. The foregoing indemnity obligations shall not apply to claims arising solely from the negligence of City; however, they shall apply in the case of all claims which arise from the joint negligence of the Network Provider and the City; provided that in such cases, the amount of the claims for which the City shall be entitled to indemnification shall be limited to that portion attributable to the Network Provider. Nothing in this section shall be construed as waiving any governmental immunity available to the City under state law or waiving any defenses of the parties under state law.

I hereby certify that I have read and examined the application and know the same to be true and correct. All provisions of laws and ordinances (including all regulations in Ordinance No. 1178) governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local ordinances regulating construction, the performance of construction, or the use of land including ROW or structure.

By signing below, I acknowledge and agree to the following:

1. In the event of pavement damage, please refer to the Construction Standard Details via www.cityofsouthlake.com.
2. All Right-of-Way shall be restored to original or better condition.
3. Repair all damage caused to other utilities including irrigation.
4. Provide Traffic Control Plan (TCP) to maintain traffic per MUTCD.
5. Provide Certificate of Liability Insurance naming provider.
6. Provide detailed copy of plans with this application for review.
7. Contractor must have permit on the job site at all times.
8. Must adhere to the city's noise ordinance

Signature of Applicant: _____ Date: _____

STAFF USE ONLY			
Application Received By:		Date:	
Application Approved:		Date:	