



City of Northfield Small Cell Application/Permit

APPLICANT NAME	APPLICANT COMPANY	APPLICANT PHONE (direct)		
APPLICANT EMAIL		OWNER OF PROPOSED SUPPORT STRUCTURE/POLE		
WIRELESS PROVIDER NAME		WIRELESS PROVIDER PHONE		
BILLING ADDRESS		CITY	STATE	ZIP
GOPHER STATE ONE-CALL REGISTRATION NUMBER		24-HOUR EMERGENCY CONTACT NUMBER		
LOCATION LIMITS (describe specific sites on page two, up to 15 sites/permit)				
<p>DESCRIPTION OF WORK (attach additional pages if needed)</p> <p>Is a conditional use permit required? (Select an answer)</p> <p>A. Yes. Applicant shall work through the Planning department to obtain.</p> <p>B. No. If no, select reason(s) for exemption:</p> <p style="margin-left: 20px;">1. Meets standards of City Code Section 70 2. Using existing pole 3. Pole site is zoned non-residential or non-historic district</p>				
<p>ACKNOWLEDGMENT</p> <p><i>By signing this application, I (the applicant/company) hereby acknowledge that I must adhere to all provisions of City of Northfield Ordinance Chapter 70 and any other applicable city ordinances and state and federal laws, including Minnesota Statutes Sections 237.162 and 237.163, in addition to the terms and conditions, which are attached to this document. I shall also comply with the regulations of all other governmental agencies for the protection of the public.</i></p> <p>SIGNATURE: _____ DATE: _____</p> <p>TITLE: _____</p>				

REQUIRED DOCUMENTS TO APPLY:

- | | |
|--|---|
| <input type="checkbox"/> Permit Fee

<input type="checkbox"/> (1) set of construction plans and (1) electronic copy

<input type="checkbox"/> Performance bond on file and certificate of insurance

<input type="checkbox"/> Design plan/route for backhaul | <input type="checkbox"/> Structural study

<input type="checkbox"/> Radio frequency emission certification

<input type="checkbox"/> Copy of permit from pole owner if owned by an agency other than the City of Apple Northfield (if applicable) |
|--|---|

FOR OFFICE USE ONLY					
APP REC'D:	<table style="width: 100%; border: none;"> <tr> <td style="width: 40%;">PERMIT FEE REC'D:</td> <td style="width: 60%; text-align: right;">CHECKS ONLY</td> </tr> <tr> <td>AMOUNT:</td> <td></td> </tr> </table>	PERMIT FEE REC'D:	CHECKS ONLY	AMOUNT:	
PERMIT FEE REC'D:	CHECKS ONLY				
AMOUNT:					
ZONING DISTRICT:	PERMIT NUMBER				
SIGNATURE:	PERMIT ISSUE DATE:				
TITLE:	APPROVED DENIED				

SMALL CELL PERMIT NOT VALID UNLESS SIGNED BY CITY OF NORTHFIELD ENGINEERING STAFF

SITE SUMMARY

By statute, applicant may collocate up to 15 small wireless facilities if they are within a two mile radius, consist of substantially similar equipment, and are to be placed on similar types of wireless support structures.

SITE	DESCRIPTION	PERMIT FEE (\$255.22/UNIT)
01		
02		
03		
04		
05		
06		
07		
08		
09		
10		
11		
12		
13		
14		
15		
TOTAL PERMIT FEE DUE FOR LOCATION		\$

SMALL CELL PERMIT TERMS AND CONDITIONS

1. INSTALLATION OF EQUIPMENT

1.1. Permits

- 1.1.1. Small Cell Application: Prior to the approval of installation of equipment, APPLICANT shall submit to the City Engineer or designee, a sketch of the proposed location for the new equipment ("Equipment Plan"). The City Engineer or designee will review the sketch to determine whether the wireless support structure is owned by the City.
- 1.1.2. The Small Cell Application shall include the following:
 - 1.1.2.1. Completed permit application and fee;
 - 1.1.2.2. Performance bond on file and proof of insurance;
 - 1.1.2.3. Construction plans as described in section 1.2 below;
 - 1.1.2.4. Structural study described in section 1.2.2. below;
 - 1.1.2.5. Design plan and/or route for backhaul facilities, ; and
 - 1.1.2.6. Copy of permit from wireless support structure owner if owned by an agency other than the City of Northfield (if applicable).
- 1.1.3. APPLICANT shall comply with the applicable provisions of 47 CFR §§ 22.970-973 and 47 CFR §§ 90.672-675 respectively, which define unacceptable interference, state the obligations of licensees to abate unacceptable interference, provide interference resolution procedures, and set forth a discretionary information exchange between public safety licensees and other licensees.
- 1.1.4. APPLICANT shall demonstrate compliance with applicable Federal Communications Commission (FCC) regulations governing radio frequency exposure. APPLICANT can satisfy this requirement by either demonstrating that its facilities are categorically excluded under 47 CFR 1.1307(b)(1) or otherwise illustrating that its wireless facilities will operate within the applicable FCC exposure limits by providing a Radio Frequency Emission Certification upon request.
- 1.1.5. APPLICANT shall implement all measures at the transmission site required by FCC regulations, including but not limited to posting signs and markings. CITY shall cooperate with APPLICANT to fulfill its Radio Frequency exposure obligations. CITY agrees that in the event any future party causes the entire site to exceed FCC Radio Frequency radiation limits, as measured on the wireless support structure, CITY shall hold such future party liable for all such later-arising non-compliance.
- 1.1.6. Other City Permits: In addition to the Small Cell Permit, which is only approved to attach equipment to a wireless support structure, the APPLICANT must apply for any additional permits for all appurtenant equipment or facilities required for the Small Cell Application. Said permits may include, but not necessarily be limited to: Right-of-Way obstruction/excavation; Electrical, Stormwater, Conditional Use Permits, etc.
- 1.1.7. Other Applicable Permits: It is the APPLICANT's responsibility to determine if permits are required by governmental agencies and apply for those permits.
- 1.1.8. Applicable fees for all permits shall be borne by the APPLICANT and the APPLICANT shall be bound by the requirements of said permits.

1.2. Construction Plans

For Small Cell Permit application, or additions thereto, APPLICANT shall provide the City Engineer or designee as set forth in 1.1.2, each with two (2) sets of construction plans ("Construction Plans") consisting of the following:

- 1.2.1 CAD drawings showing the location and materials of all planned installations, including field verified existing utilities;
- 1.2.2 Structural Study: Complete an analysis of the existing wireless support structure or replacement pole to determine if the structure/pole has sufficient strength to support the small wireless facility which is propose to be attached/affixed to it. Study shall have affixed to it the signature of the APPLICANT's Engineer.
- 1.2.3 Construction Specifications and Product Specifications for all planned installations;
- 1.2.4 Diagrams and Shop Drawings of proposed small wireless facility; and
- 1.2.5 A complete and detailed inventory of all equipment and personal property of APPLICANT actually placed on the wireless support structure. CITY retains the right to survey the installed equipment.

Construction Plans shall be easily readable, no construction shall commence until permit is granted by the City Engineer or designee. Final Plans shall have affixed to them the signature of the APPLICANT's Engineer who shall be licensed in Minnesota pursuant Minnesota Rule 1800.4200 and Minnesota Statutes Chapter 326.

1.3. Construction Inspection

All construction activity shall be subject to inspection and approval by the CITY's representative(s). Inspection will be performed at project

completion. APPLICANT shall be solely responsible for all costs, in excess of those included in the permit fee, associated with said inspection and approval of construction work by CITY.

1.4. Exposed Antenna Facilities

APPLICANT must ensure that all Wireless Facilities which have exterior exposure shall match the color of the wireless support structure. All cables, wires, and connectors related to the small wireless facility must be fully concealed on the wireless support structure. There shall be no external cables and wires related to the small wireless facility hanging off or otherwise exposed on the wireless support structure.

1.5. New Wireless Support Structures

1.5.1. If APPLICANT installs a new wireless support structure APPLICANT shall match the original and surrounding public utility structures in materials, color, style and or architectural design.

1.5.2. New wireless support structures shall be separated from other wireless support structures by a minimum of two hundred fifty (250) feet.

1.6. Damage by APPLICANT

Any damage to the right of way, or CITY's equipment thereon caused by APPLICANT's permitted installation or operations shall be repaired or replaced at APPLICANT's expense and to CITY's reasonable satisfaction.

1.7. Gopher State One Call

APPLICANT shall register with Gopher State One Call and comply with the requirements of that system.

1.8. As-Built Drawings ("As-Built" or "As-Built")

Within thirty (30) days after APPLICANT activates the small wireless facility, APPLICANT shall provide CITY with an As-Built drawing in CAD format consisting of As-Built drawings of the small wireless facility installed on each permitted location and any improvements installed on the wireless support structure, which shall show the actual location of all equipment and improvements. Said drawings shall be accompanied by a complete inventory of all equipment and Antenna Facilities.