



CITY OF DACULA
442 HARBINS RD.
P.O. BOX 400
DACULA, GA., 30019
770-963-7451

SMALL WIRELESS FACILITIES PERMIT APPLICATION

APPLICATION FOR A PERMIT TO COLLOCATE SMALL WIRELESS FACILITIES IN THE PUBLIC RIGHT OF WAY OR TO INSTALL, MODIFY OR REPLACE A POLE OR DECORATIVE POLE IN THE PUBLIC RIGHT OF WAY FOR COLLOCATION OF A SMALL WIRELESS FACILITIES

OVERVIEW

Section 23.1 of the Dacula Wireless Facilities and Antennas Ordinance requires any person seeking to collocate a small wireless facility in the public right of way or to install, modify, or replace a pole or a decorative pole in the public right of way to submit an application to the Planning and Development Department for a permit. This application is required to receive a permit. Any material change to information contained in an application shall be submitted in writing to the Planning and Development Department within 30 days after the event necessitating the change.

This application **may not** be used:

- For approval to place facilities outside of the public rights of way.
- New, modified, or replacement poles installed in the right of way in a historic district or an area zoned primarily for residential that exceed 50 feet above ground level.
- New, modified, or replacement poles installed in the right of way outside of a historic district or an area zoned primarily for residential that exceed the greater of: (i) 50 feet above ground level and (ii) 10 feet greater in height above ground level than the tallest existing pole in the same public right of way in place as of January 1, 2019, and located within 500 feet of the new proposed pole.
- New small wireless facilities in the public right of way and collocated on an existing pole or support structure that exceed more than ten feet above the existing pole or support structure.
- New small wireless facilities in the public right of way collocated on a new or replacement that extend above the top of such poles.
- Installation, modification or replacement of a support structure.
- Any modification, maintenance, repair, or replacement that is not set forth in subsections (e) and (f) of O.C.G.A. § 36-66C-6 or that is not eligible for administrative review under O.C.G.A. § 36-66C-7.

The following Application and Permit Form is numbered and corresponds with the information required by O.C.G.A. § 36-66C-6(d).

APPLICATION AND PERMIT FORM

City of Dacula

Planning and Development Department

(1): Applicant and Consultant Name and Contact Information

Applicant	Consultant
Applicant Name: _____	Contractor Name: _____
Address: _____ _____	Address: _____ _____
City: _____	City: _____
State / Zip Code: _____	State / Zip Code: _____
Phone: _____	Phone: _____
Fax: _____	Fax: _____
Contact Person Name: _____	Contact Person Name: _____
Contact Person Number: _____	Contact Person Number: _____
Email Address: _____	Email Address: _____
24 Hour Contact Information:	24 Hour Contact Information:
Name and Title: _____	Name and Title: _____
Phone: _____	Phone: _____
Email: _____	Email: _____

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(3) General Description of Work

Work Location in ROW: _____

Describe Scope of Work:

Number of Steel Poles: _____

Number of Wood Poles: _____

Total Linear Footage: _____

Project Start Date: _____

Projected End Date: _____

Attach the following documentation to the Application.

(4) – Detailed Construction Drawings

(5) – Structural Report [Collocation Only]

(6) – Visual Depictions or Representations [Above Ground, if not included in Construction Drawings]

(7) – Location of Facilities Relative to the Boundaries of the Rights of Way

(8) – Proof of annual payment setup with Right of Way Authority

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Planning and Development Department

Applicant Certification

Applicant agrees to indemnify and hold harmless the City and all officers, employees or agents of the City consistent with the provisions of O.C.G.A. § 36-66C-15.

This permit is requested this _____ day of _____ in the year 20____.

By Signature

By Witness Signature

Printed Name Title

Title/Position

>>>FOR STAFF USE ONLY<<<

DATE RECEIVED: _____

Permit is hereby: ☐ Approved ☐ Denied

PERMIT #: _____

Reason for Denial:

OF FACILTIES: _____

Permit Fee Calculation (OCGA 36-66C-5.)

- (1) A fee for each application for the **collocation** of each small wireless facility on an existing pole assessed by the authority not to exceed \$100.00 per small wireless facility;
- (2) A fee for each application for each **replacement pole** with an associated small wireless facility assessed by the authority not to exceed \$250.00;
- (3) A fee for each application for each **new pole** with an associated small wireless facility assessed by the authority not to exceed \$1,000.00 per pole with an associated small wireless facility;

☐ **Collocation - \$100.00 per small wireless facility**

\$100 (x _____) = _____

☐ **Replacement Pole - \$250.00 per small wireless facility**

\$250 (x _____) = _____

☐ **New Pole - \$1,000.00 per pole with an associated small wireless facility**

\$1,000 (x _____) = _____

Permit Granted by: _____ Date: _____

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Shot Clocks

1. Within 20 days of application receipt, authority must notify applicant of the following:
 - Commencement and completion dates of any widening, repair, construction or ROW relocation that is expected to begin within next 24 months.
 - Any aspect of the application that they expect would be grounds for denial, based on initial review.
 - Determine whether the application is complete or incomplete and must identify any incomplete information in writing.
 - An applicant has 20 days to respond to the authority with any incomplete information in the submitted application. The authority has 10 days to tell the applicant if the application is now complete. If the application is still considered incomplete, the application will be considered denied. If the authority doesn't respond in this 10-day period, the application is deemed complete.
2. For a collocation application, the authority must approve or deny an application within 30 days of it being determined complete.
3. For a replacement pole or new pole application, the authority must approve or deny an application within 70 days of the application being determined complete.

Application, Right of Way Access and Attachment Fees; Right of Way Management and Restoration

1. Annual Right of Way access rate for small wireless facility collocated on either an existing or replacement pole, up to \$100 per year per small wireless facility.
2. Annual Right of Way access rate for a new pole with a small wireless facility, up to \$200 per year per small wireless facility and pole.
3. Annual attachment rate for a small wireless facility to an authority pole, up to \$40 per year per small wireless facility.
4. Applicants shall pay a fee for any make-ready work (See 36-66C-7).
5. Applicants shall pay any generally applicable fees for any permit required under generally applicable law, provided that the applicant shall not be required to obtain or pay for a building permit as the permit provided under this chapter serves as a building permit.
6. The rates and fees described above for application, ROW access and attachment shall increase by 2.5 percent annually beginning in January 2021.
7. Applicants are not subject to any rates and fees other than those expressly provided for in this chapter.
8. If a small wireless facility is removed from the ROW, after 30 days written prior notice, provider may cease paying any applicable fees or rates.

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9. In the event of removal, the ROW must be returned to prior condition within 90 days of removal. If the ROW isn't restored to prior condition, authority may do the work and charge the provider the cost for repair, plus a penalty of up to \$500.
10. An applicant can be suspended from submitting additional applications until the restoration cost and penalty fee have been paid.

Small Wireless Facility application requirements and general ROW access provisions

1. A third-party applicant must designate the wireless provider that they are applying on behalf of.
2. Permits are not required for routine inspection or testing, or for modifications/replacement of equipment if the components are substantially similar and consistent.
3. Permits are not required for installation of micro wireless facilities (cable's strand mounted Wi-Fi).
4. Authority cannot grant exclusive access to the ROW and the authority must be competitively neutral.
5. A provider will not install a new pole or replace a decorative pole without first attempting to collocate on an existing pole: the inability to collocate must be based on the assessment of an engineer and provided in writing.

Wireline backhaul and statute limitations

1. Wireline backhaul installation, maintenance and replacement are not addressed under this statute and are subject to the requirements of 46-5-1.
2. Except as provided for within this chapter or expressly authorized under state or federal law, an authority will not adopt regulations or taxes/fees regarding the placement of communications facilities in the ROW by a communications service provider.
3. This statute does not apply to an authority providing free public Wi-Fi.

Consolidated Applications and Number of applications allowed per carrier

Number of applications per Class I authority = 100,000 parcels +

- A consolidated application may have up to 10 new poles. A consolidated collocation application may have up to 20 collocations.
- 25 new pole applications per shot clock per carrier (including consolidated applications)
- This will be increased by 5 each year from 2020 through 2024, when up to 50 new poles will be allowed per time period
- 70 collocated small wireless facility applications per shot clock per carrier (including consolidated applications).
- This will be increased by 10 each year from 2020 through 2024, when up to 120 collocated small wireless facilities will be allowed per time period.
- If a provider submits more applications than the allotted amount, these will be tolled and not subject to the shot clocks in the bill until the previously submitted applications have been adjudicated.

Number of applications per Class II authority = 10,000 parcels – 100,000 parcels

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- A consolidated application may have up to 5 new poles. A consolidated collocation application may have up to 15 collocations.
- 15 new pole applications per shot clock per carrier (including consolidated applications)
- 45 collocated small wireless facility applications per shot clock per carrier (including consolidated applications).
- If a provider submits more applications than the allotted amount, these will be tolled and not subject to the shot clocks in the bill until the previously submitted applications have been adjudicated.

Number of applications per Class III authority = less than 10,000 parcels

- A consolidated application may have up to 2 new poles. A consolidated collocation application may have up to 6 collocations.
- 8 new pole applications per shot clock per carrier (including consolidated applications)
- 24 collocated small wireless facility applications per shot clock per carrier (including consolidated applications).
- If a provider submits more applications than the allotted amount, these will be tolled and not subject to the shot clocks in the bill until the previously submitted applications have been adjudicated.