



SMALL CELL PERMIT APPLICATION

Office Use Only

Date Received: _____

Received By: _____

Permit #: _____

Issue Date: _____

Expiration Date: _____

Owner/Service Provider:

Site Address/Location:

Pole Owner: Village* Electric Private Property Other: _____

Pole #: _____ Lat: _____ Long: _____

Description of Work

* See last page of application regarding Village owned Poles.

For *all* Small Cell Facilities, the applicant must provide the following at the time of submittal otherwise the permit application will be denied.

1. Application with all pertinent information provided.
2. Letter from pole owner giving you rights to the pole.
3. A picture of the exact pole and the surroundings. Multiple pictures may be included.
4. Structural analysis from a certified Engineer stating the pole can accept the weight of new equipment.
5. Set of final construction plans (not preliminary).
6. Applicable permit. \$650 single site, or \$350 per site for consolidated application. (non-refundable).
7. If applying for multiple sites, all the above will be needed for each. (**Maximum of 25 sites. See second page**)
8. A separate permit will be required for any street or lane closures needed to perform the work.

Contractor Information

General Contractor: _____ License Number: _____

Applicant Signature and Contact Information

Signature: _____ Date: _____

Address: _____ City: _____ St: _____ Zip: _____

Email: _____ Phone: _____

Colocation (Max 25)

Site #	Location	Lat/Long	Pole Owner
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			

Village of Montgomery Owned Poles*

Billing Information for Annually Recurring Rate Fees

Name: _____

Company Name/Attention to: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Paperless Billing Option (Bills will be emailed to the above email address provided.)

*A wireless provider shall pay to the Village an annual recurring rate to collocate a small wireless facility on a Village utility pole located in a right of way that equals \$200.00 per year or the actual, direct and reasonable costs related to the wireless providers' use of space on the Village utility pole. If the Village has not billed the wireless provider actual and direct costs, the fee shall be \$200.00 payable on the first day after the first anniversary of the issuance of the permit or notice of intent to collocate, and on each anniversary date thereafter.

Office Use Only:

Issue Date: _____ Expiration Date: _____

Annual Fee Amount: _____

Collection Dates:
