



Department of Environmental Services
1333 NW Eastman Parkway
Gresham, OR 97030

Utility Pole Appurtenance Permit

Application & Permit to Occupy or Perform Operations
in a Public Right-of-way Relating to Utility Pole
Appurtenances

Transformer Small Cell New Macro Collocate
on Macro Other_____

APPLICANT INFORMATION¹ (signature required below)

<input type="checkbox"/> AT&T	<input type="checkbox"/> Frontier	<input type="checkbox"/> PGE	<input type="checkbox"/> SQF, LLC	<input type="checkbox"/> T-Mobile (limited license)	<input type="checkbox"/> Verizon Wireless
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CONTACT NAME:

ADDRESS:	PHONE:
	E-MAIL:

REPRESENTATIVE INFORMATION

COMPANY:

CONTACT NAME:

ADDRESS:	PHONE:
	E-MAIL:

CONTRACTOR INFORMATION

COMPANY: CCB#:

CONTACT NAME: City or Metro Business License #:

ADDRESS:	PHONE:
	E-MAIL:

PROJECT LOCATION

Closest Address or Tax Lot:

City use ONLY

INSPECTOR:

Permit No.: Date of Issue: Fee:

Approved: Yes No; see attached notification to applicant indicating reason not approved.

¹ Gresham will only accept applications from licensed utilities. To become a licensed utility, contact Chris Strong at Chris.Strong@GreshamOregon.gov.

ATTACHMENTS PER GRESHAM REVISED CODE (GRC) 6.35.040(6)	
<input type="checkbox"/>	Engineered construction plans, including profile views for underground facilities, as well as impacts to sidewalk, curb and street.
<input type="checkbox"/>	Photo of existing pole and surroundings and photo rendering of pole with appurtenances.
<input type="checkbox"/>	Traffic Control Plan and when applicable, a temporary pedestrian accessibility route plan. Include a construction schedule.
<input type="checkbox"/>	Pole Attachment Agreement from City of Gresham or written consent of pole owner that includes certification of structural integrity following improvements.
<input type="checkbox"/>	\$306 Utility Pole Appurtenance Permit Fee plus \$100 for each location over 5 (if permits are batched).

REQUIREMENT FROM GRC 6.35.050(5)	Application Complies	Not Applicable	Modification/ Waiver Requested
(a) Replacement utility poles and added utility facilities do not exceed the height of the existing pole by more than 15 feet unless a statement is provided, with electrical code references, demonstrating additional height is necessary to provide required clearance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) A non-wood replacement utility pole is finished to look like nearby utility poles.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) The replacement utility pole is located to allow at least 5-foot horizontal clearance for pedestrians.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) Replacement utility poles are located as to physically support the same span of utility lines as the utility pole being replaced.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) Appurtenances installed on the top of a utility pole do not extend more than 10 feet higher than the utility pole, or a statement is provided, with electrical code references, demonstrating additional height is necessary to provide required clearance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(f) Appurtenances installed on the side of the utility pole or pole extension do not extend higher than the top of the utility pole or such pole extension or a statement is provided, with electrical code references, demonstrating additional height is necessary to provide required clearance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(g) All attachments to pole are non-reflective and the color matches utility pole or a statement is provided, with code references, explaining why compliance would conflict with the National Electrical Safety Code.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(h) All cable and wiring are covered by conduit and cabinets and conduit is minimized.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(i) All attachments to pole are mounted as close to pole as technically feasible.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(j) 14-foot vertical ground clearance provided for all appurtenances on pole.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

REQUIREMENT FROM GRC 6.35.050(5) (continued)	Application Complies	Not Applicable	Modification/ Waiver Requested
(k) No lighting is proposed to be added.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(l) Noise generating equipment proposed for addition to pole will comply with Gresham's noise ordinance (GRC 7.20).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(m) No audible or visible alarms are proposed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(n) Appurtenances are placed either underground, on the ground or on a utility pole.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(o) Total appurtenances on the pole do not exceed 5 in number or a total of 20 cubic feet in volume (illustrate in plans).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Include a notation on plans that electrical work requires an electrical permit. (GRC 6.35.040(2)).	<input type="checkbox"/>		

WIRELESS COMMUNICATION FACILITY MODIFICATION OR WAIVER REQUIREMENTS (GRC 6.35.042)			
Modification or Waiver Requested: <input type="checkbox"/> Yes <input type="checkbox"/> No. Skip this section	Submitted	Not Submitted	Not Applicable
Agreement for Services and \$5,000 deposit submitted per GRC 6.35.040(7). ²	<input type="checkbox"/>	<input type="checkbox"/>	
(1)(a) & (2)(a) Statement provided demonstrating the waiver or modification is necessary to address a regulation that materially inhibits or that limits the ability of any applicant or potential applicant to compete in a fair and balanced legal and regulatory environment.	<input type="checkbox"/>	<input type="checkbox"/>	
(1)(b) If the application seeks to modify an existing and eligible wireless communication facility pursuant to 47 U.S.C. 1455(a) and the rules adopted by the Federal Communications Commission to implement 47 U.S.C. 1455(a), including 47 C.F.R. §1.6100, statement provided demonstrating modification/exemption meets federal law.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2)(b) If requesting a waiver to 6.35.050(5)(a), (e), or (f) written statement provided justifying location selection and lack of available alternatives when the desired location is on a local street (not an arterial or collector) or a view corridor (Burnside, between Fariss and Cleveland; Stark, between 223 rd and east City limits; and Marine, between 185 th and Interlachen.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

² Contact Michelle Kimble at michelle.kimble@greshamoregon.gov to begin the Agreement for Services process.

GENERAL TERMS AND CONDITIONS

1. CALL 503-618-2299 FOR INSPECTIONS.
2. IMPORTANT NOTE: EXCAVATORS MUST POTHOLE TO LOCATE UNDERGROUND UTILITY FACILITIES. In addition, Oregon law requires you to follow rules adopted by the Oregon Utility Notification Center if the work involves excavation. Those rules are set forth in OAR 952-001-0010 through OAR 952-001-0090. You may obtain copies of the rules by calling the center. Note: The telephone number for the Oregon Utility Notification Center is 503-232-1987.
3. This permit is subject to GRC Chapter 6, the City's *Public Works Standards*, and ADA requirements.
4. I hereby give the City unconditional and absolute permission to enter the property described herein at any time to conduct inspections of any and all work being done. I understand that if inspectors are refused access, the City may immediately revoke this permit without any further notice and without any hearing prior to revocation. I also understand that any refusal to allow entry or access under this permit constitutes a violation of the GRC.
5. The applicant (Permittee) is advised that other persons, companies, districts, and utilities occupy the public right-of-way. The Permittee shall immediately notify the facility owner if facilities are encountered. Relocation of existing facilities will be at Permittee's expense.
6. The Permittee shall be responsible and liable for all accidents, environmental clean-up, damages or injuries to any person or property resulting from the construction, maintenance, repair, operation or use of a facility for which the Permittee may be legally liable. The Permittee shall indemnify and hold harmless City of Gresham, its City Councilors and all officers, employees or agents against any and all damages, claims, demands, actions, causes of action, costs and expenses of whatsoever nature which they or any of them may sustain by reasons of the acts, conduct or operation of the Permittee, their agents or employees in connection with the construction, maintenance, repair, operation or use of said facility.
7. The Permittee shall provide insurance as required by GRC 6.35.050. The Permittee is responsible for their contractor's work.
8. The spreading of mud or debris upon any street is strictly prohibited and violation shall be cause for immediate cancellation of the permit. Clean up shall be at the Permittee's expense. The street shall be cleaned of all dirt and debris at the end of each workday, or more frequently if determined by the City.
9. Upon completion of the work, the work site must be restored equivalent to original conditions or better.

APPLICANT CERTIFICATION

The undersigned certifies that the information in this application, including submittals, is complete and accurate and acknowledge the above terms and conditions.

Signature:

Name:

Title:
