



**SMALL CELL RIGHT-OF-WAY USE PERMIT  
FRANCHISE OR FACILITIES LEASE  
APPLICATION**

Applicant Business Name: \_\_\_\_\_

Phone #:\_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Contact Name & Title: \_\_\_\_\_ Phone #:\_\_\_\_\_

Address: \_\_\_\_\_

Affiliates of Applicant: \_\_\_\_\_

Description of communication services to be offered: \_\_\_\_\_

\_\_\_\_\_

Description of transmission medium that will be used: \_\_\_\_\_

\_\_\_\_\_

**Please include the following items with your application, as applicable:**

- ☐ Accurate map showing GIS coordinates of any existing communications facilities in the City that applicant intends to use or lease (see PMC 15.100.020(4)(c)).
- ☐ Description of access and line extension policies, if applicable.
- ☐ The area or areas of the City the applicant desires to serve and a schedule for build-out to the entire franchise area.
- ☐ Description of any City property upon which the applicant proposes to locate communications facilities or other equipment; if applicable.
- ☐ Preliminary plans and specifications in sufficient detail to identify:
  - The location(s) of existing communications facilities or other equipment upon City property, whether publicly or privately owned;
  - The location and source of electric and other utilities required for the installation and operation of the proposed facilities.



- ☐ Accurate scale conceptual drawings and diagrams of sufficient specificity to analyze the aesthetic impacts of any proposed communications facilities or other equipment.
- ☐ Preliminary engineering plans meeting all the requirements identified in the Design and Construction Standards and Specifications for Public Works Improvements, specifications and a network map of the facilities to be located within the City, all in sufficient detail to identify:
  - Location and route requested for applicant's proposed facilities;
  - Location of all overhead and underground public utility, telecommunication, cable, water, sewer and stormwater drainage, natural gas, and other facilities in the public way along the proposed route;
  - Location(s), if any, for interconnection with the communications facilities of other communications operators, carriers or providers;
  - Specific trees, structures, improvements, facilities and obstructions, if any, that applicant proposes to temporarily or permanently remove or relocate.
- ☐ If applicant is proposing to install overhead facilities, provide evidence that surplus space is available for locating its communications facilities on existing utility poles along the proposed route.
- ☐ If applicant is proposing an underground installation utilizing existing infrastructure within the public rights of way, information in sufficient detail to identify:
  - Excess capacity currently available in such infrastructure before installation of applicant's communications facilities;
  - Excess capacity, if any, that will exist in such infrastructure after installation of applicant's communications facilities;
  - Evidence of ownership or a right to use such infrastructure.
- ☐ If applicant is proposing an underground installation within new infrastructure to be constructed within the public rights of way:
  - The location proposed for the new infrastructure;
  - The excess capacity that will exist in such infrastructure after installation of applicant's communications facilities.
- ☐ A preliminary construction schedule and completion date.
- ☐ Information to establish that the applicant has obtained all other governmental approvals and permits to construct and operate the facilities, and to offer or provide the communications services, including, but not limited to, evidence that the applicant has registered with the Washington Utilities and Transportation Commission.
- ☐ Information relating to pole attachment or lease agreements with the owners of other facilities located in the right-of-way (see PMC 15.40.060(2)(d))



- ☐ All deposits or charges required pursuant hereto.
- ☐ Information relating to utility taxes including a description of the services provided and any and all state and local taxes which may apply (see PMC 15.40.060(2)(f)).
- ☐ All applicable fees (see PMC 15.80).
- ☐ A list of all cities or towns in the State of Washington in which the applicant holds a franchise.

Application submitted by:

|       |       |           |       |
|-------|-------|-----------|-------|
| _____ | _____ | _____     | _____ |
| Name  | Title | Signature | Date  |

Please return this form to:

**City of Pasco**  
**Attn: C&ED Department**  
**P. O. Box 293**  
**Pasco, WA 99301**

Application accepted as complete by: \_\_\_\_\_

|           |      |
|-----------|------|
| Signature | Date |
|-----------|------|

Small Cell Wireless Application:

<https://www.pasco-wa.gov/DocumentCenter/View/60868/Small-Wireless-Facility-Application>

Small Cell Wireless Design Standards:

<https://www.pasco-wa.gov/DocumentCenter/View/60867/Pasco-Small-Cell-Infrastructure-Design-Standards-2>