



MASTER RIGHT-OF-WAY USE AUTHORIZATION/FRANCHISE APPLICATION

For Location of Telecommunications
Facilities Within City Right-of-Way

City of Mountlake Terrace
6100 – 219th Street SW, Suite 200
Mountlake Terrace, WA 98043-2222
Phone: 425.744.6267 Fax 425.775.0420
PermitSpecialist@ci.mlt.wa.us
www.cityofmlt.com

Official Use Only
Application # _____
Fee: _____
\$5,000
Receipt # _____
Date: _____

IMPORTANT: THIS APPLICATION CAN NOT BE SUBMITTED UNLESS ACCOMPANIED BY A MASTER RIGHT OF WAY USE AUTHORIZATION/ FRANCHISE APPLICATION FEE DEPOSIT OF **\$5,000** FOR TELECOMMUNICATIONS. THIS AMOUNT COVERS STAFF AND ATTORNEY/CONSULTANT RELATED TIME AND FEES ASSOCIATED WITH THE REVIEW OF THIS MASTER RIGHT OF WAY USE AUTHORIZATION/ FRANCHISE APPLICATION AND ASSOCIATED MASTER RIGHT OF WAY USE AUTHORIZATION/ FRANCHISE NEGOTIATIONS. ADDITIONAL FEES MAY APPLY IF ADDITIONAL STAFF AND ATTORNEY/CONSULTANT RELATED TIME IS NECESSARY.

Applicants may attach additional pages to further explain the answers below.
If you have any questions related to filling out this Master Right of Way Use Authorization/ Franchise Application Form please contact: Mountlake Terrace Public Works Department.

General Information		
Name of Applicant Telecommunications Carrier:		
Address:		
City:	Zip Code:	Telephone:
State:		
Has the Applicant obtained a City business license? <input type="checkbox"/> <input type="checkbox"/> <div style="text-align: center; font-size: small;">Yes No</div>		
PLEASE NOTE: All telecommunication carriers and telecommunications providers engaged in the business of transmitting, supplying or furnishing of telecommunications service of any kind originating or terminating in the City of Mountlake Terrace shall apply and obtain a Business License from the City pursuant to Chapter 5.05 of the Mountlake Terrace Municipal Code.		

Name of Person Filing this Application:

Title:

Company:

Address:

City:

Zip Code:

Telephone:

State:

Are you serving as agent for the above named telecommunications carrier?

If yes, please attach proof of agency.

Yes No

Property and Facility Information

Is this an application for:

(i) New franchise/ ROW authorization? Yes No

(ii) Renewal/amending an existing franchise/ ROW authorization? Yes No

(iii) Transfer of a franchise/ ROW authorization? Yes No , if yes, identify who currently holds the ROW authorization/franchise:

If you are renewing/amending an existing franchise/ ROW authorization, has your franchise/ ROW Authorization otherwise expired?

Yes No

If not, what is the expiration date of your current franchise/ ROW authorization?

Location and description of proposed site or route of facilities.

Describe the telecommunications facilities and/or other equipment (including personal wireless services and wireless communications facilities) proposed to be located within subject right-of-way. Include a map of ground-based facilities and aerial facilities and provide a summary of which facilities will be installed on new versus existing structures. Provide a map of the area to be covered by the franchise/ ROW authorization and include specific locations of initial build-out and, if known, proposed future build-out locations.

Are you installing small cell facilities? Yes No

If the proposed facilities and/or other equipment are proposed to be installed on poles, does the applicant have pole attachment agreements with existing pole owners? Is the applicant requesting to locate on City-owned poles (note: if applicant requests usage of a City-owned pole it will need to enter into a separate lease agreement with the City)?

What alternate routes and/or locations for the proposed facilities have been evaluated? Explain why this site is the best alternative.

Describe your site access policies.

Describe the transmission medium that will be used to provide telecommunications.

Describe the areas of the City that are anticipated to be served. What is the expected build-out schedule for these areas? If the City is already built out, describe if there are any expected construction projects.

Indicate what licenses, certificates, and authorizations are required from the Federal Communications Commission, the Washington Utilities and Transportation Commission and any other federal or state agency with jurisdiction over the proposed activities. Have all such licenses, certificates and authorizations been obtained?

Describe in detail the services that you expect to provide within the City, including whether the provision of services will be to commercial and/or residential customers.

Provide a summary of all utility taxes the proposed activities, facilities, and other equipment will be subject to. In doing so, provide an estimate of income/revenues that can be used to calculate estimated future utility taxes. Should applicant believe it is not subject to any utility taxes, provide the basis for such belief.

Explain whether the Internet Tax Freedom Act does or does not apply to the services being provided.

The City of Mountlake Terrace reserves the right to ask additional questions on a case by case basis.

Certification

I certify that the information and any attachment herewith submitted are true and correct to the best of my knowledge and that I have the authority to file this application and act on behalf of the above named telecommunications provider or carrier.

Signature	Please Print Name	Date
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SUBMIT TO: Permit Specialist
City of Mountlake Terrace
6100 219th St. SW, Suite 200
Mountlake Terrace, WA 98043

Received By:

Signature	Please Print Name	Date
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ALSO SUBMIT WITH THIS COMPLETED APPLICATION FORM:

- 1) An accurate area map showing the location of proposed and existing (if any) telecommunications facilities in the City that the applicant intends to use.
- 2) The location proposed for new ducts, conduits, or poles, and evidence that there is sufficient capacity within the public ways for the proposed telecommunications facilities. *Note: Applicants*

seeking to install new poles must follow the procedures outlined in the municipal code. Applicant should not presume that requests to install new poles will be approved.

- 3) Evidence of registration in the one-number locator service, as described in RCW Chapter 19.122.
- 4) Proof of agency, if necessary (as indicated above).
- 5) Provide a copy of the Utilities and Transportation Commission Registration and Competitive Classification of Telecommunications Companies form, if you are registered with the Utilities and Transportation Commission.
- 6) Provide the most recent income statement or report of gross revenues used for calculating utility taxes paid to the City. This report should contain detailed information as to how you calculated the utility taxes owed to the City.
- 7) An 11"x17" set of preliminary engineering plans, specifications, and a map with sufficient detail to identify the following items:
 - a. The location and route requested for the applicant's proposed telecommunications facilities;
 - b. The location of applicant's overhead and underground public utility, telecommunication, cable, water, sewer drainage and other lines and equipment in the public ways along the proposed route;
 - c. The specific trees, structures, improvements, facilities, lines and equipment and obstructions, if any, that applicant proposes to temporarily or permanently remove or relocate;
- 8) A preliminary construction schedule and completion date.
- 9) Complete submittals of any other necessary environmental or construction permits including, but not limited to, shorelines, SEPA, etc.
- 10) Evidence that zoning and land use permits have been obtained from the City, or that applications for such permits and approvals have been submitted to the City and that the proposed telecommunications facility meets all applicable zoning and land use codes.
- 11) A photo simulation of the proposed above ground facilities.
- 12) A completed Telecommunications Special Use Wireless Application form as available from the City of Mountlake Terrace. (This form is not required if the proposed telecommunication facility is exempt from the standards of MTMC Chapter 19.137)