

NOTE:

1. **A PERMIT PLAT shall accompany ANY permit applications involving equipment / items located on the ground.**
2. **ALL SUB-CONTRACTORS performing work MUST BE LICENSED AND BONDED with the City of Berwyn- Contact the Collectors Office for the requirements (708)788-2660 X6457, X6458, X6459 or X6460.**
3. Companies that are attaching small cell facility to non-city owner poles will be required to provide the proper insurance documents and fill out Small Cell Registration paperwork. - **Contact the Collectors Office for the requirements (708)788-2660 X6457, X6458, X6459 or X6460.**
4. Companies that are attaching small cell facility to city owner poles will be required to provide the proper insurance documents and fill out Small Cell Annual Reoccurring Rate paperwork. These companies will be required to pay a \$200.00 small cell annual rate per location. - **Contact the Collectors Office for the requirements (708)788-2660 X6457, X6458, X6459 or X6460.**

Permit Acceptance and Liability Waiver (to be signed by authorized company representative or property owner)

I request permission to excavate and/or occupy the public right-of-way in the City of Berwyn in accordance with Part Ten, Title eight, Chapter 1080, *et seq.* of the City Code. For consideration of such permission, I agree to indemnify, hold harmless and defend the City of Berwyn, its officers, agents and employees, from any and all claims resulting from injuries, including death, damages or losses, including, but not limited to the general public, which may arise or which may be alleged to have arisen out of, or in connection with such excavation and occupancy. I further agree to do all work in accordance with the conditions, regulations and city standards provided with this application. A copy of this permit shall be available for review at the job site at all times when work is occurring in the right-of-way.

Applicant Signature: _____

Date: _____

Permit Fee	\$ _____	Preliminary Electrical	\$ _____	Electrical Service	\$ _____
Electrical Underground	\$ _____	Electrical Rough	\$ _____	Electrical Final	\$ _____
Parkway Use	\$ _____	Street Opening	\$ _____	Sidewalk Opening	\$ _____
Pre-Pour Street/Sidewalk	\$ _____	Restoration Inspect	\$ _____	Service Charge	\$ _____
City Consultation Fee	\$ _____	Backfill	\$ _____	Alley Opening	\$ _____

APPROVED: _____

Date: _____

TOTAL: \$ _____

Distributed Small Cell Facility

For the Installation of a Distributed Small Cell Facility, the small cell provider shall pay the following application permit fees:

- 1) One thousand dollars (\$1,000) for a new small cell facility to be installed on a new pole, either city owned or non-city owned. (Section 1080.05 (B) – page 14).
- 2) Six hundred and fifty dollars (\$650) for the attachment of only one (without other locations) small cell facility to an existing utility pole or wireless support structure, either city owner or non-city owned (Section 1080.05 (A) – page 14).
- 3) Three hundred and fifty dollars (\$350) for the attachment of a small cell facility as part of a consolidated application to collocate more than one small wireless facility on an existing utility pole or wireless support structure, either city owner or non-city owned (Section 1080.05 (A) – page 14).

A telecommunications retailer / provider / company that obtained a permit and installed a Distributed Facility System or a Small Cell Facility on a city owned pole shall pay a Small Cell Annual Recurring Rate.

1. For placement on City owned poles, Small Cell Annual Recurring Rate is \$200 per year per pole from the date of permit issuance for the small cell provider (such as Verizon, AT&T, etc.). Each subcontractor (Section 1080.08 – page 16), needs to be licensed and bonded.

The applicant not covered under the small cell ordinance # 18-28 must comply with all policies, rules and regulations referred to in the City of Berwyn Ordinance No. 17-39 and ALL Ordinances referred to therein. The applicant must also comply with all other relevant ordinances, laws, rules, or regulations of the City of Berwyn, the County of Cook, the State of Illinois, and any other public entity having jurisdiction over the proposed site or project.

Section 1080.03 Permit Required; Permit Application.

All of the following items **MUST** will be given at time of application submittal (application(s) will be deemed incomplete if all items below are not presented when permit is applied for).

1. All items required by Ordinance # 18-28, Section 1080.03, subsection B (Application Requirements), or as provided by the City of Berwyn code, must be presented at time of application submittal.
2. Completed permit application
3. Applicant's name, address, email, telephone, facsimile numbers and a statement of the Applicant's general description of proposed work must be provide on a cover letter. All applicants seeking to collocate small cell wireless facilities under a "Consolidated Application" (Section 1080.03, B (5)) shall be allowed at the applicant's discretion however, the applicant must submit their Consolidated Application intent in writing with the original documentation.
4. If affecting traffic flow the below must be given at time of application submittal
 - a. A written traffic control plan if deemed necessary by the City
 - b. An emergency contingency plan.
5. Drawings, plans and specifications showing the work proposed,
6. Evidence of insurance as required by Part Ten, Title Eight, Section 1080.12, and;
7. Any request for a variance
8. Must provide 24 hour emergency contract information
9. Evidence that any "Certificate of Public Convenience and Necessity" or other regulatory authorization that the applicant has been issued by the ICC, FCC, State or another entity with jurisdictional authority.
10. A full scope of work is **REQUIRED** from ALL CONTRACTORS at time of submittal.