

Network Node Permit Application Instructions and Questionnaire

1.) All Network Node Permit Applications are to be submitted to Public Works Department at the City of Schertz

10 Commercial Place Bldg. #2
Schertz, TX. 78154
pwpermits@schertz.com

2.) Describe the local Exchange Telecommunication Service to be provided under the ROW permit:

3.) What is the name and certificate number of the entity reporting access lines to the PUCT associated with this ROW permit? Name: _____ Certificate Number: _____

4.) Are you claiming Network Provider (NP) status under Chapter 284 of the local government code? Yes No
If yes, please go to next question. If no, please follow the normal permitting process.

5.) Are you a wireless provider **or** are you an individual that builds or installs on behalf of a wireless service provider any of the following options; Network Node, Node Support Poles, Transport Facility, or any other structure that supports or is capable of supporting a network node? Please explain: _____

6.) Will the project perform only activities from the following list: Yes No

1. Routine maintenance does not require excavation or closing of sidewalks or vehicular lanes in a public right-of-way;
2. Replacing or upgrading a network node or pole with a node or pole that is substantially similar in size or smaller that does not require excavation or closing of sidewalks or vehicular lanes in a public right-of-way; or
3. The installation, placement, maintenance, operation, or replacement of micro network nodes that are strung on cables between existing poles or node support poles, in compliance with the National Electrical Safety Code.

If yes, please stop here. The maintenance work being performed does not require a Network Node Permit. If no, please continue forward with the full permit process. Fees and timelines on next page.

7.) Applications will only be accepted if all items requested are included in the submittal. These items are detailed on the permit application. Permit fees are listed below:

Network Nodes

Application fee, (up to 5 nodes)	\$500.00
Additional for each node over 5 on the application (up to 30)	\$250.00
Annual Public Right of Way Fee	\$250.00
Node Support Pole Application Fee	\$1,000.00
Collocation Fee for Network Nodes on City Service Poles, per pole	\$20.00/mo

Transport Facilities

Application Fee, (up to 5 nodes)	\$500.00
Additional for each node over 5 on the application (up to 30)	\$250.00
Rental Fee for Transport Facilities, per device per month, not to exceed the aggregate "per node" fee	\$ 28.00/mo
Annual Public Right of Way Fee	\$250.00/node

***Permit fees will be due at the time of the permit submission. Permits will not be accepted if the permit fee is not attached. Other fees will be assessed at the time of the permit approval.**

8.) The City of Schertz will have 30 days to advise if further information from the applicant will be needed for a Network Node or Network Node Support Pole application, and 10 days for Transport Facility applications.

The City of Schertz has the following time restraints in regards to approving or denying any application:

- 150 days to approve or deny an application for a network support pole.
- 60 days to approve or deny an application for a network node.
- 21 days to approve or deny an application for a transport facility.

9.) Approved permits will be emailed, faxed, or picked up at Public Works at the above address. The permit shall remain on-site where work is being performed until job is completed. The permit is non-transferable.

10.) Prior to installation work, the applicant must acquire locates for all underground utilities, if applicable. Please call the City of Schertz Public Works Water Department for all water and sewer locates. Once the request has been properly received, the locates will be completed within 48 business hours.