

Small Cells

Required Document Checklist
<ul style="list-style-type: none"> <input type="checkbox"/> Project Description (Submitted as a PDF attachment to the application.) <ul style="list-style-type: none"> <input type="checkbox"/> Description of proposed project including existing site condition
<ul style="list-style-type: none"> <input type="checkbox"/> Photo simulation of facility showing existing and proposed views (Submitted as a PDF attachment) - Additional views may be required on case-by-case basis
<ul style="list-style-type: none"> <input type="checkbox"/> Aerial Images of site <ul style="list-style-type: none"> <input type="checkbox"/> In color and clearly legible PDF format <input type="checkbox"/> Identify facility locations <input type="checkbox"/> Identify adjacent streets
<p>1 Plan Set bundled into a single PDF file, formatted to 11"x17", including:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Title Sheet-A cover sheet containing scaled City map including all pole locations included in the subject application, a list of each pole location including GPS coordinate, and a legend for all sheets. <input type="checkbox"/> Each pole represented by a set of plans within the overall file, designed so that if any single pole is removed from the application, the remaining plan set remains valid. Overall sheets including details & notes are encouraged. <input type="checkbox"/> Each pole plan set shall include the following: <ul style="list-style-type: none"> <input type="checkbox"/> Cover sheet with pole title, name, location information (include Latitude and Longitudinal coordinates), project summary, aerial vicinity map with half mile radius and enlarged site specific aerial photograph of the proposed location of the pole. <input type="checkbox"/> "Required Notes for Each set of Pole Plans" only if unique to the location and as such cannot be part of Overall sheet notes. <input type="checkbox"/> Labeled and dimensioned site plan and elevation plan, including the following when applicable: <ul style="list-style-type: none"> <input type="checkbox"/> Key symbols, ROW lines, property lines, etc. <input type="checkbox"/> Street information including names, curb lines, sidewalk, street amenities, vegetation, existing and proposed utilities <input type="checkbox"/> Identification of immediately adjacent property owner(s) and/ or easements <input type="checkbox"/> Structural Plans for pole and associated foundations that reference structural calculations and include depth, diameter, grounding, reinforcing, Class B 4,500 psi concrete <input type="checkbox"/> Labeled construction materials, color, finish, etc.

- Pole dimensions and total max height from adjacent grade
- Size and dimension of any projection(s) from pole
 - Proposed voltage, maximum transmission wattage, radio frequency and Microwave expulsion for all equipment associated with each pole, as allowed under FCC regulations
 - Detail of proposed communication conduit and electrical connection location (if known)
 - provide a profile of conduit runs that are of substantial length and have the probability of crossing other utilities.
 - Typical conduit / duct bank installation section detail
- External Equipment Locations - show location, design, materials, screening, etc.
- All existing utilities:
 - Storm & Sanitary Sewer pipes and appurtenances
 - Gas line (indicate size, High Pressure, services, etc).
 - Electric lines (indicate power pole #, anchor pole, overhead line, and duct bank –actual dimensions)
 - Water infrastructure incl valves, fire hydrants, etc
 - Adjacent private service line locations where known
- Site survey - Need survey verification showing proposed pole and equipment locations in relation for PROW, curbs, sidewalks, existing wet and dry utilities, easements, property lines and other pertinent facilities.
- Enlarged Site Plan
 - Show boundaries of ROW, PUE and Private Property
 - Setback dimensions for pole, ground equipment and electrical pedestal
 - Landscaping in immediate surrounding area
- Pole Specifications - Provide pole and equipment details showing material and dimensional aspects of each, including all internal antennas, wiring, and associated equipment
- Elevations
 - Minimum two (2) views (show pole and all proposed equipment)
 - Height and diameter of existing and proposed pole (at two locations on the pole to demonstrate the taper)
 - Antenna array mounted on pole and antenna mounting details (inc

- Contractor Approval forms
 - Utility Contractor (MC-S12 or MC-3)
 - Electrical Contractor

Note: If additional work is being completed in the Right of Way (i.e. concrete, asphalt patch) additional licenses and fees will be required.

- Traffic Control Plan (Choose one option)

For both options the plan must show the specific location including an address or intersection where the work will be completed.

- Option 1** - Drawing only (Traffic control implemented by the applicant)

The traffic control plan is created by either a traffic control company which must meet the City of Arvada current standards or a current City of Arvada traffic control drawing as designed in the Engineering Code of Standards and Specifications.

- Option 2** - Set up of traffic control (Traffic control drawn up and implemented by a City of Arvada Licensed Traffic Control Contractor)

Applicant must complete the Traffic Control Contractor Form to identify the contractor that is responsible for the implementation of the Traffic Control Plan and set up.

- Fee Spreadsheet** - This is used to assess the correct fee totals.

- Letter of Authorization - Third Party Owners (Xcel - if applicable)**

- Radio Frequency Emission Certificate**

- Current small cell program pole location map**
 - Each point identified uniquely (City of Arvada will provide address)
 - Written text of latitude and longitude GPS coordinate.