



WIRELESS COMMUNICATIONS FACILITIES PERMIT APPLICATION
CITY of CAPE GIRARDEAU

DEVELOPMENT SERVICES DEPARTMENT, 401 INDEPENDENCE ST, CAPE GIRARDEAU, MO 63703 (573) 339-6327

Project Title

Property Address/Intersection	Is the Project Within ROW? YES NO
--------------------------------------	--

Project Description (Include drawing indicating traffic management plan, if applicable)

Distance to Nearest Intersection	Pavement/Sidewalk Cut Required YES NO	Dimensions of Pavement/Sidewalk Cut
---	--	--

Responsible Person		Contact Information for Billing	
Mailing Address	City, State, Zip	Mailing Address	City, State, Zip
Telephone	Email/fax	Telephone	Email/fax

Contractor's Name		Design Professional of Record's Name	
Contractor's Business Name		Design Professional of Record's Business Name	
Mailing Address	City, State, Zip	Mailing Address	City, State, Zip
Telephone	Email/fax	Telephone	Email/fax
License Number		License Number	

CERTIFICATION

I CERTIFY THAT I AM THE OWNER IN FEE OR AGENT AUTHORIZED TO APPLY FOR THIS WIRELESS COMMUNICATIONS FACILITY PERMIT. I UNDERSTAND THAT THE SUBMITTAL OF INCOMPLETE INFORMATION OR FAILURE TO COMPLETE THIS APPLICATION IN ITS ENTIRETY MAY RESULT IN THE DELAY OF REVIEW AND PERMIT APPROVAL. I HAVE READ THE APPLICATION AND INFORMATION SHEET AND I FULLY COMPREHEND THE INFORMATION.

Owner/Agent Signature

Date

Owner/Agent Printed Name

OFFICE USE ONLY

Date Received _____

Munis App# _____

EG _____

Traffic Control Plan approved _____

CITY OF CAPE GIRARDEAU
WIRELESS COMMUNICATIONS FACILITY PERMIT APPLICATION
INFORMATION SHEET

Please read this information sheet in its entirety.

Submit the following items to the Development Services Department for review:

1. Wireless Communications Facility Permit Application
2. Construction and engineering drawings which demonstrate compliance with the criteria in Section 24-515(f)
3. An attestation that the Small Wireless Facilities comply with volumetric limitations in the definition of Small Wireless Facility
4. Information on the height of any new, replacement, or modified Utility Pole
5. Applicable indemnity, insurance, performance bond information required in Section 24-517
6. An Applicant that is not a Wireless Services Provider must provide evidence of agreements or plans demonstrating that the Small Wireless Facilities will be operational for use by a Wireless Services Provider within one year after the Permit issuance date, unless the City Manager expressly agrees in writing to extend this period. An applicant that is a Wireless Services Provider must provide this information by attestation
7. Plans and detailed cost estimates for any make-ready work as needed, which the Applicant shall be solely responsible for the cost of any make-ready work
8. Projected commencement and termination dates for the Permit, or if such dates are unknown at the time the Permit is issued, a provision requiring the Permit holder to provide the City Manager with reasonable advance notice of such dates once they are determined
9. A certified engineer's structural report
10. Information relating to the height of the Utility Poles within five hundred feet (500') of the proposed Utility Pole to be installed, modified, or replaced.
11. If the Wireless Communications Facility is located within the Right-of-Way, a traffic control plan, indicating location of work, location of detour signage or other signage, content of each sign, and timeframe estimate of when right-of-way will be closed.

Once the traffic control plan is approved, allow minimum three (3) business days for a press release before starting work.

Submittals are subject to a minimum five (5) business days review process. Plan Review will not begin before the completed permit application form and other required documents are submitted.

The contractor is responsible for notifying property owners affected by the right-of-way closure, emergency personnel (including police, fire and ambulance) and schools.

Inspections:

Several inspections are required, depending on the type of work:

Street/sidewalk: contact Public Works, (573)339-6351, to verify subgrade depth and reinforcement before pavement is installed, and again after pavement is installed.

Water and Sewer main extensions or repair: contact Engineering, (573)339-6327

Laterals or service connections: contact Inspection Services, (573)339-6327