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Permit Application Guidelines – Wireless, Cameras, Small Cell, etc.

To begin the PA process, you need to complete a PA form. Once complete, please submit all PA documentation (**PA form, Map - poles selected for equipment installation-, GP&L approved design drawing, and GP&L Equipment Approval**) to: PermitApplication@trcsolutions.com.

NOTE: ALL EQUIPMENT MUST BE APPROVED BY GP&L BEFORE TRC WILL BEGIN THE PA PROCESS.

PA process

For all PA's we follow 45/59 day timeline from the time we receive a complete PA (PA form and map).

- 45-day survey phase: TRC conducts field analysis/inspection to determine whether and where attachment/equipment is feasible, and what make ready is required.
- 14-day estimate phase: (IF POWER SPACE MAKE READY NECESSARY) TRC provides an estimate of the make-ready charges within 14 days of receiving the results of the field analysis/inspection
 - * **Power space MAKE READY WILL NOT BEGIN UNTIL PAYMENT IS RECEIVED**
 - * **Once payment received, allow 8-12 weeks for power space make ready to be completed**
 - * **Permitter is not authorized to attach to poles requiring power space make ready until power space make ready work is complete and permitter is notified/released by TRC to begin construction**

The PA process is comprised of 2 TRC visits to each pole **MINIMUM**. **Initial Inspection** prior to attaching to poles, and follow-up **Post Inspection(s)** (PI) after attaching (or not) to poles. **IF a PA has 10 poles, there will be a MINIMUM of 20 unique pole visits:**

- Initial inspection
 - Gather field information necessary to prepare a pole for licensees' new or modified attachments or equipment
 - PA response sent to Permitter
 - All other attachees on the poles will be notified by TRC of any work necessary in order to accommodate permit submitter's attachment/equipment
 - BUT**
 - Permitter is RESPONSIBLE to coordinate rearrangement of work with all other parties on the pole as appropriate
- Post inspection
 - The PI is performed to verify that all equipment was installed (or not installed) in accordance with our Make Ready recommendation
 - Permitter is to NOTIFY TRC when construction is complete to initiate PI process
 - IF TRC is NOT notified, TRC will initiate a PI any time after 180 days of response letter sent.
 - **Multiple PI's may be necessary if, during the PI, we find the attachments/equipment did not meet the aforementioned criteria**
 - Permitter is RESPONSIBLE to coordinate rearrangement of work with all other parties on the pole as appropriate

Billing

Billing for the PA will be handled in separate itemized invoices: After data analysis of the Initial Inspection and after the data analysis of the Post Inspection(s).



Equipment PA (Wireless, Small Cell, Node, etc.):

TRC handles and calculates all wireless equipment permits on time (hourly) and mileage (IRS rate per mile). Time will include, but is not limited to, Inspector time, GIS time, Project Manager time, in office administrative time, etc.

Follow-up **Post Inspection(s)** will be handled and invoiced similarly
