



-For County Use Only-

Application Receipt Date: \_\_\_\_\_  
 Application Approval Date: \_\_\_\_\_  
 Assigned Permit No.: \_\_\_\_\_  
 Reviewed By: \_\_\_\_\_

## Lee County Right-of-Way Placement Permit Application – Utility Poles

This permit application is to be completed by all persons seeking to place a utility pole in the County rights-of-way, unless otherwise exempt. **This Permit Application may be used in conjunction with the Lee County Right-of-Way Communications Facilities Placement Application.**

Permit Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Project Name: \_\_\_\_\_ ROW License/Registration Number: \_\_\_\_\_

Project Location (nearest intersection or address): \_\_\_\_\_

GPS coordinates (based on the reading from a handheld mobile GPS unit set to Datum NAD 83 or WGS84 or based on Google Earth or similar application may be used where areas of shading occur due to overhead canopy):

Latitude \_\_\_\_\_, Longitude \_\_\_\_\_

Latitude \_\_\_\_\_, Longitude \_\_\_\_\_

Latitude \_\_\_\_\_, Longitude \_\_\_\_\_

Latitude \_\_\_\_\_, Longitude \_\_\_\_\_

\*If necessary, please use additional paper to document the GPS coordinates of each pole.

Description of Work: \_\_\_\_\_  
 \_\_\_\_\_

It is estimated that the completion of this project requires:

	Linear Feet of Unpaved Right-of-Way to be Utilized
	Square Footage of Pavement Disturbed or Removed
	Total Number of Utility Poles to be Set

Contractor: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Start Date of Construction: \_\_\_\_\_ Email Address: \_\_\_\_\_

Construction duration: \_\_\_\_\_ days Is proposed work within city limits? \_\_\_\_\_

Applicant declares that prior to filing this application, the locations of existing utilities within a 500 foot radius have been determined by contacting all existing utility providers

**\*Prior to construction, the Permittee is responsible for contacting Sunshine 811 and notifying the appropriate utilities when construction will begin.**

**Optional:** As the Applicant for the Right-of-Way Placement Permit, I wish to designate the below named party as the agent in all matters pertaining to this application and permit issued hereunder. In authorizing the agent named below to represent the Applicant, I attest that the application is made in good faith and that any information contained in the application is accurate and complete to the best of my knowledge and belief.

Applicant's Agent: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
 Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

TYPE OF FACILITY (check one):

- Utility Pole
  - New utility pole, total number: \_\_\_\_\_
  - Replacement of existing utility pole, total number: \_\_\_\_\_
- Repurposed utility pole (reconfiguring an existing utility pole to accommodate the attachment of communications facilities)
- New utility pole intended to support the collocation of a small wireless facility
- Other: \_\_\_\_\_

Does the Applicant pay Communications Services Tax as authorized by Chapter 202, Florida Statutes?  Yes  No  
\*If yes, provide a copy of the Communications Services Tax Certificate of Registration (Dept. of Rev. form DR-700014).

**Checklist for required documents:**

- Engineering plans, including:
  - Dimensions, height, footprint, stealth design, and concealment features.
  - Distances between the proposed facility and nearby pavement, sidewalks, underground and overhead utilities, and other structures/facilities located within the rights-of-way.
  - An attestation that the proposed utility pole will be located within the right-of-way.
  - Identification all trees and landscaping to be removed or impacted.
- Description of installation or construction and timetable for construction.
- Temporary Maintenance of Traffic (MOT) Plan.
- Temporary sidewalk closure plan.
- Estimated costs to restore the ROW and the restoration plan.
- For utility poles intended to support communications facilities (wireless and wireline facilities), the following additional documents are required:
  - Proof of insurance, if not already on file with the County, including:
    - Workers' Compensation and employer's liability insurance;
    - Comprehensive general liability;
    - Commercial automobile liability; and
    - Commercial excess or umbrella liability, if applicable.
- Performance Bond in an amount equal to 110% of total project cost or \$5,000.00, whichever is greater
- For new utility poles or repurposed utility poles intended to support the collocation of small wireless facilities, the following additional documents are required:
  - An attestation by an officer of Applicant that a small wireless communications facility will be collocated on the new or repurposed utility pole and will be used by a wireless services provider to provide service within nine (9) months after the date the application is approved.
  - The heights of other utility poles located in the same County rights-of-way measured from grade in place within 500 feet of the proposed location of the new or repurposed utility pole. If no utility poles exist within 500 feet of the proposed location, Applicant shall certify such.
- Appropriate fee as determined by Lee County in accordance with the adopted fee schedule.

The County may request additional information as reasonably required for the review of this permit application.

This permit application package must be submitted to Lee County by certified mail or hand-delivery, and include one (1) copy of this permit application, with one (1) set of the physically signed and sealed engineering documents, including the plans and drawings, and one (1) USB flash drive with scanned copies of all application materials.

**NOTICE:**

1. Applicant must be registered with Lee County prior to receiving a permit.
2. The engineering plans for a proposed small wireless facility must be signed and sealed by a Florida licensed professional engineer.
3. The construction and maintenance of the communications facility shall not interfere with the rights of other licensed utility providers and permit holders utilizing County rights-of-way.
4. The normal working hours for repair, maintenance, or construction work is \_\_\_\_\_
5. All work shall meet the applicable Lee County standards.
6. Lee County D.O.T. must be notified at least forty-eight (48) hours prior to the start of any construction associated with this application.

**By execution and submission of this Permit Application, Applicant is bound to the County with respect to the indemnification provisions set forth in Section 6-613, Lee County Land Development Code.**

**By submitting an application, Applicant acknowledges that it has reviewed a copy of Chapter 6, Article VII of the Lee County Land Development Code.**

BY: \_\_\_\_\_  
 NAME: \_\_\_\_\_  
 TITLE: \_\_\_\_\_  
 DATE: \_\_\_\_\_

STATE OF \_\_\_\_\_  
 COUNTY OF \_\_\_\_\_

The above instrument was acknowledged before me this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, by \_\_\_\_\_ [name], in his/her capacity as \_\_\_\_\_ [title], of \_\_\_\_\_ [name of company], a \_\_\_\_\_ [type of business organization], who ( ) is personally known to me; ( ) produced a current driver's license as identification; or ( ) produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
 Notary Public  
 Printed Name: \_\_\_\_\_  
 Commission No.: \_\_\_\_\_  
 Expiration: \_\_\_\_\_

Please remit this Permit Application Package by certified mail or hand delivery to the following address:

*Lee County D.O.T. Engineering Services  
 5642 Enterprise Parkway  
 Fort Myers, Florida 33905*