



Small Wireless Facility Application

Small Wireless Facilities (hereinafter referred to as “facility”) within the Village of Frankfort are governed by Ord-3334. An application is required for any proposed facility, including collocations on existing utility poles and on proposed new utility poles. A separate application is required for each facility location. **Please include the application fee and Required Documents listed on this form.**

Applicant Information

Applicant Name:		Date:	
Applicant is a:	Carrier/Wireless Provider	Provider Representative	Other
Company Name:			
Address:			
City:	State:	Zip:	
Phone:		Email:	

Proposed Site Location (please use separate form for each facility location)

Check one:	Collocation on existing utility pole	New utility pole proposed
Check one:	Within right-of-way	Not within right-of-way (private property)
Address and/or general location:		
Is this site located within the H-1 (historic) district or located on an historical landmark?		
Yes	No	

Fees:

The application fee(s) are as follows:

- \$650 for a facility proposed on an existing utility pole and \$350 for every collocation location thereafter within a consolidated application (limit total of 25 collocations)
- \$1,000 for each facility proposed on a new utility pole

Required Documents:

The following plans and information are required for Small Wireless Facilities. **Applications will not be processed by staff unless a complete submittal is provided, together with the associated application fee(s).**

1. Application Fee
2. Location map of proposed facility
3. Photographs of the proposed site location(s) and immediate surroundings
4. Photographs of every existing public or private pole within 200’ radius of proposed facility

5. Site specific structural integrity, prepared by an Illinois licensed structural engineer
6. Make-ready analysis, prepared by an Illinois licensed structural engineer
7. Specifications and drawings of the facility, prepared and certified by an Illinois licensed structural engineer
8. Certification from radio engineer that facility complies with all applicable FCC standards
9. Equipment type and model numbers for antennas and all other wireless equipment proposed
10. Proposed installation schedule
11. Proof of permission granted by property owner (if outside of ROW) and/or owner of pole (if in ROW)
12. If a third-party vendor is applying for the permit on behalf of the Licensee (cell communication company), proof of written vendor authorization is required from Licensee
13. Copy of deed and title insurance (if facility located on private property)

By ascribing my signature below, I attest that the proposed facility complies with the requirements and conditions of Ord-3334, to the best of applicant's knowledge.

Applicant(s) Signature

Date

Owner's Signature (if applicable - for sites outside of right-of-way only)

The undersigned on oath states: I, (We) consent to the entry in or upon the premises described in this application by an authorized official of the Village of Frankfort, Will and Cook Counties Illinois for the purposes of inspecting the property and preparing any reviews or reports deemed necessary by the submittal, review and processing of this application or for the purpose of posting, maintaining, and removing such notices as may be required by law. I, (We) state that there has been no change in ownership of the subject property subsequent to the date of the deed and current title commitment accompanying this application. I, (We) state that all representations made in this application and any documents submitted in support of this application are true.

Signature of Property Owner

Date

STATE OF ILLINOIS)
 SS)
 COUNTY OF WILL)

I, _____, a Notary Public in the County and State aforesaid, do hereby certify that _____, personally known to me is (are) the person(s) who executed the foregoing instrument in Frankfort, Will and Cook Counties, Illinois, this _____ day of _____, 20____, and appeared before me on this day in person and acknowledged that he/she (they) signed, sealed, and delivered the same instrument for the uses and purposes therein set forth.

Notary Public (seal)

FAQ's

Below is a partial list of location and design requirements for Small Wireless Facilities. See Ord-3334 for a complete list of regulations.

Location

1. Collocation on an existing utility pole is preferred over new pole installation.
2. Only 1 small wireless facility is permitted per utility pole. Two different providers can't collocate on the same pole.

Design

1. Facilities may not be fabricated from wood
2. New or replacement utility poles shall not be taller than 10' above the tallest existing utility pole within 300' within the same right-of-way OR, 45' above ground level, whichever is higher.
3. All pole-mounted equipment must be installed at least 12' above ground.
4. All ground-mounted equipment is limited to 1 cabinet.
5. For any facility located within 200' of a residential area or land intended for residential use, facilities design must reasonably blend with surrounding light poles and structures using like-colored paint, camouflage or other masking techniques so that antennas, mounting hardware, wiring, cabinets and other devices match the structure on which it will be mounted.
6. For locations other than the above, antennas, mounting hardware and cabinets should be painted and camouflaged on the structure that they're placed in order to match the aesthetics of other poles in the area.
7. Any new proposed utility pole shall match the other poles in the area regarding design, materials and color, to the greatest extent possible.
8. Wiring shall be installed inside the utility pole to the extent physically and technically possible.
9. No signs shall be affixed to any facilities unless required by law.
10. Landscaping is required around any proposed ground cabinets.
11. Facilities may not be located within the communication worker safety zone of the utility pole or the electric supply zone of the pole, for poles that are part of an electric distribution or transmission system.

Please use this space for any notes desired by applicant