

## **GUIDELINES FOR INSTALLATION AND MAINTENANCE OF SMALL CELL WIRELESS FACILITIES (SCWF) ON STATE TRUNKLINE HIGHWAYS**

All documents, forms and computer applications referenced herein, and additional information and resources are available on the Michigan Department of Transportation's (MDOT) Right-of-Way (ROW) Construction [Permits](#) web page.

### **ELIGIBILITY**

The Small Wireless Communications Facilities Deployment Act, being Act 365 of 2018, specifically Michigan Compiled Laws (MCL) 460.1301 thru 460.1339, provides that MDOT *may*, "Allow wireless services providers and wireless infrastructure providers access to the public rights-of-way and the ability to attach to poles and structures in the public rights-of-way to enhance their networks and provide next generation services."<sup>i</sup> Only small cell wireless facilities (SCWF) that occupy less than the maximum volumetric restrictions indicated in the law *may* be permitted.<sup>ii</sup> MDOT prioritizes the use of existing utility poles and wireless support structures -over any new pole or new wireless support structure.<sup>iii</sup>

Only Permit Applicants, that are classified as one, or more, of the following statutory classifications, may be issued a permit to perform this type of work.

- **Applicant** - A wireless provider that submits an application, as described in the Act.<sup>iv</sup>
- **Wireless provider** - A wireless infrastructure provider or a wireless services provider. Wireless provider does not include an investor-owned utility whose rates are regulated by the MPSC.<sup>v</sup>
- **Wireless infrastructure provider** - Any person, including a person authorized to provide telecommunications services in this state, but not including a wireless services provider, that builds or installs wireless communication transmission equipment, wireless facilities, or wireless support structures and who, when filing an application with an authority under the Act, provides written authorization to perform the work on behalf of a wireless services provider.<sup>vi</sup>
- **Wireless services provider** - A person that provides wireless services.<sup>vii</sup>
- **Person** - An individual, corporation, limited liability company, partnership, association, trust, or other entity or organization, including an authority.<sup>viii</sup>

### **REQUESTING AUTHORIZATION**

#### **1. Coordinate with MDOT**

Prior to submitting a MDOT ROW Construction permit application, potential applicants should coordinate with the appropriate [MDOT Transportation Service Center \(TSC\) Construction Permit Staff](#) to review the following *required documentation*:

A. A dimensioned and annotated photograph or drawing of the proposed SCWF's enclosure installation with; vertical placement, maximum new pole height, volumes, and labeling:

#### **(See included SCWF Profile Schematic on Page 4)**

- The SCWF enclosure shall not exceed 24 inches in length, 15 inches in width, 12 inches in height, shall not exceed 6 cubic feet, and shall not have an exterior antenna more than 11 inches in length.<sup>ix</sup>

Note: For practical reasons, MDOT considers the *length* measurement, of the installed SCWF enclosure, to be allowable in the *vertical* direction.

- The co-located SCWF shall not extend more than 5' above the utility pole or wireless support structure.<sup>xi</sup>
- The new pole height shall not exceed 40' above ground level.<sup>xii</sup>
- The SCWF imaginary enclosure's volumetric size shall be calculated and shall not exceed 6 cubic feet.<sup>xiii</sup>
- All other accumulated equipment, that is associated with the SCWF shall be calculated, and if not specifically excluded by the Act, shall not exceed 25 cubic feet.<sup>xiv</sup>
- The small cell wireless facility shall be labeled with the name of the wireless provider, emergency contact telephone number, and information that identifies the small cell wireless facility and its location.<sup>xv</sup> MDOT requires the inclusion of the MDOT permit reference number on the label.

- B. A site location map, such as a color satellite or aerial photograph, with appropriate dimensions and annotations to all proposed facilities and all alternate locations:
- The display image resolution shall be 300 DPI and shall be the most recent web-available map.
- C. A document listing all alternate locations within 75 feet of the proposed location:
- Within the Highway ROW, within another authority's ROW, on private property, and on existing structures owned or controlled by MDOT.
- D. A document that indicates the proposal to either place new utility poles, or co-locate on existing structures:
- The applicant shall use the alternate location, if the applicant has the right to do so, on reasonable terms and conditions, and the alternate location does not impose unreasonable technical limits or significant additional costs.<sup>xvi</sup>
  - Whenever a *new* utility pole or wireless support structure is proposed, a separate document shall be created, for each new pole, that describes the analytical effort taken to prioritize the use of existing utility poles and support structures for co-location -over the installation of a new utility pole or wireless support structure.<sup>xvii</sup>
- E. A document describing the physical space available that might reasonably and safely accommodate a SCWF including space:
- Within the Highway ROW, within another authority's ROW, on private property, and on each pole.
- F. A document describing any construction, or improvements, that *may* be required, including:
- New Pole locations, Make-Ready work, Earthwork, grading, slope flattening, vegetation and/or trimming removal etc.
- G. On-line e-Performance Bonds<sup>xviii</sup> and Insurance documentation,<sup>xix</sup> that are submitted to MDOT, by the Permit Applicant's Surety/Insurance Agent, on behalf of the Permit Applicant.
- H. Statutorily required documents including:
- Zoning Approval<sup>xx</sup>, Pole Owner Agreement<sup>xxi</sup>, FCC Certificate of Compliance.<sup>xxii</sup>
- I. Documentation attesting that each SCWF will be operational within 1 year after the permit issuance date.<sup>xxiii</sup>
- J. Standard SCWF Inventory Table that; includes each proposed SCWF and shall be uploaded into MDOT's web-based Construction Permit System (CPS).

## 2. Submit a Complete Individual ROW Construction Permit Application Package

The official processing time, for each of the following allowable SCWF Permit Work Types, begins upon MDOT's receipt of a *complete* Individual ROW Construction Permit Application Package via MDOT's CPS:

- SCWF co-located on an existing utility pole, or
- SCWF co-located on an existing MDOT facility, or
- SCWF installed on a new or replacement pole or support structure, or
- SCWF with make-ready work.

This submittal includes:

- A consolidated list of all SCWFs located within a single control section, (not to exceed 20 each SCWF), and
- All the required documentation, and
- All the appropriate permit fees -from the following permit fee schedule:
  - \$200 for each SCWF co-located on an existing utility pole, or MDOT facility,
  - \$300 for each SCWF installed on a new or replacement pole or support structure,
  - \$300 for each SCWF with make-ready work.

Note: Incomplete Permit Applications are systemically placed "on Hold" until all required documentation is submitted. To submit an Individual ROW Construction Permit Application Package, please refer to the following websites, in sequential order:

[MiLogin](#)

>

[MPG](#)

>

[CPS](#)

## 3. MDOT Reviews the Individual ROW Construction Permit Application Package

Upon receipt of a complete permit application, MDOT approves or denies the application within the required number of days. The Permit Applicant is notified by email through CPS when the permit is approved and issued, or if the permit application is denied. The Permit Holder *may* use CPS to view and print a permit.

Note: If the completed application is denied, MDOT's notice shall explain the reasons for the denial and, if applicable, cite the specific provisions of applicable codes on which the denial is based. The Permit Applicant *may* cure the deficiencies identified by MDOT and resubmit the application within 30 days after the denial without paying an additional application fee.

## 4. Complete all Required Actions

The Special Conditions for Installation and Maintenance of Small Cell Wireless Facilities (SCWF) on State Trunkline Highways, Form 1469B, identifies all required actions for an issued permit.

# Small Cell Wireless Facility (SCWF) Profile Schematic

SCWF cannot extend more than 5 feet above the existing pole or support structure

Micro Wireless Facility:  
-24 inches length maximum  
-15 inches width maximum  
-12 inches height maximum  
-11 inches length maximum for exterior antenna

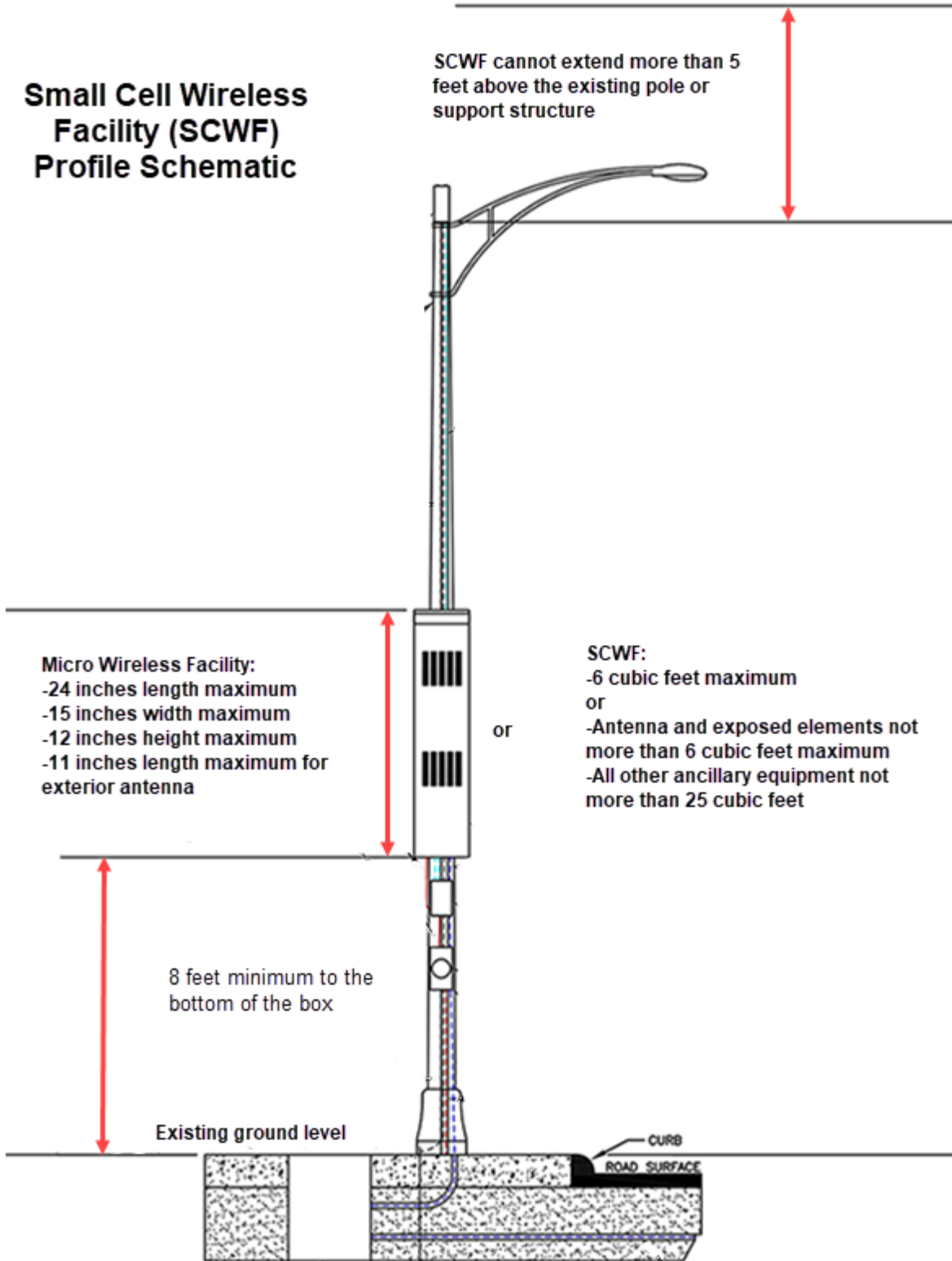
SCWF:  
-6 cubic feet maximum  
or  
-Antenna and exposed elements not more than 6 cubic feet maximum  
-All other ancillary equipment not more than 25 cubic feet

8 feet minimum to the bottom of the box

Existing ground level

CURB

ROAD SURFACE



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**Endnotes:**

- <sup>i</sup> MCL 460.1301 Sec. 1 (2)(d)
- <sup>ii</sup> MCL 460.1307 Sec. 7 (j)(i) and 460.1307 sec 7. (j)(ii)
- <sup>iii</sup> MCL 460.1301 Sec. 1 (2)(i)
- <sup>iv</sup> MCL 460.1303 Sec. 3 (d)
- <sup>v</sup> MCL 460.1309 Sec. 9 (d)
- <sup>vi</sup> MCL 460.1309 Sec. 9 (c)
- <sup>vii</sup> MCL 460.1309 Sec. 9 (f)
- <sup>viii</sup> MCL 460.1307 Sec. 7 (g)
- <sup>ix</sup> MCL 460.1307 Sec. 7 (c)
- <sup>xi</sup> MCL 460.1313 Sec. 13 (5)(b)
- <sup>xii</sup> MCL 460.1313 Sec. 13 (5)(a)
- <sup>xiii</sup> MCL 460.1307 Sec. 7 (j)(i)
- <sup>xiv</sup> MCL 460.1307 Sec. 7 (j)(ii)
- <sup>xv</sup> MCL 460.1335 Sec. 35
- <sup>xvi</sup> MCL 460.1315 Sec. 15 (6)
- <sup>xvii</sup> MCL 460.1301 Sec. 1 (2)(i)
- <sup>xviii</sup> MCL 460.1333 Sec. 33 (1)
- <sup>xix</sup> MCL 460.1329 Sec. 29 (a)
- <sup>xx</sup> MCL 460.1315 Sec. 15 (2)(b)
- <sup>xxi</sup> MCL 460.1315 Sec. 15 (2)(b)
- <sup>xxii</sup> MCL 460.1315 Sec. 15 (2)(b)
- <sup>xxiii</sup> MCL 460.1315 Sec. 15 (2)(f)