

Four (4) copies of the drawings must accompany this permit application

Permit Number _____
CONTROL _____ SECTION _____

ENTERED IN COMPUTER FILE

INITIAL AND DATE

STATE OF LOUISIANA
DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

WIRELESS PERMIT

(Required by State Law) Rev 3/23

A copy of this permit shall be available at the site where and when work is performed.

Whereas _____,
(Print or type name of applicant)

hereinafter termed applicant, requests a permit for the use and occupancy of the right-of-way of State Highway No. _____

in _____ Parish, located as follows:

[Empty box for location details]

Lat: _____ Long: _____
(in Decimal Degrees, e.g. Lat:-30.459, Long: -91.178)

for the installation, operation, and maintenance of the following described project (use additional sheets as necessary):

[Empty box for project description]

Estimated number of times this facility will be accessed each year after construction has been completed, including meter readings: _____

By signing this permit, applicant/permittee hereby acknowledges receiving a copy of the permit, the general conditions and standards, and the Standards for Installation and Operation of Wireless Telecommunication Tower Facilities, and agrees to comply with all provisions contained therein and all applicable laws, rules and regulations.

The permit fee detailed herein must accompany the application. The fee must be paid by check or money order. No cash accepted.

DOTD USE ONLY:

Permit is subject to Attachment A and the following conditions (use additional sheets as necessary)(List Highway Classification):

[Empty box for conditions]

RECOMMENDED FOR APPROVAL

(Check box if review required)

Permit must be signed by the owner or lessee of the property.
Contractor may NOT acquire permit

District Permit Specialist / Date

(Signed)

(Owner) (Date)

(Printed or Typed)

District Traffic Operation Engineer / Date

(Name of Person Signing Permit)

District Administrator (or Designee) / Date
Print Name _____

(Title)

(Street or P.O. Box)

Applicant must notify District Permit Specialist at phone number: _____ prior to beginning work and after work is completed.

(City or Town) (State) (Zip Code)

(Telephone Number)

Final inspection and approval by: _____

(E-mail Address)

Note: If a shared resource exchange is desired to reduce or eliminate the permit fee, please contact the Intelligent Transportation Section at 225-379-2520 for information prior to submitting this form. Otherwise, submit an original signed form to the District Permit Office along with a check for the permit fee and four sets of permit drawings.

Issue Date: _____

DOTD APPROVAL:

Installation to be completed by: _____
(Date)

Headquarters Right-of-Way Permit Engineer / Date

HEADQUARTERS (original)

pc: DISTRICT

pc: PERMITTEE

pc: ITS

The following general conditions and standards shall apply:

FIRST: Any facilities placed within the highway right-of-way shall be placed in accordance with the technical requirements of existing Federal, State, or local laws and the standards of the Department. Environmental clearances may also be necessary and are the responsibility of the permit applicant.

SECOND: All facilities, after having been erected, shall at all times be subject to inspection and the Department may require such changes, additions, repairs, relocations and removal as may at anytime be considered necessary to permit the relocation, reconstruction, widening and maintaining of the highway and to provide proper and safe protection to life and property on or adjacent to the highway, or in the interest of safety to traffic on the highway. The cost of making such changes, additions, repairs and relocations shall be borne by the permit applicant, and all cost of the work to be accomplished under this permit shall be borne by the permit applicant.

THIRD: The proposed facilities, their operation or maintenance shall not unreasonably interfere with the facilities or the operation or maintenance of the facilities of other persons, firms or corporations previously issued permits for use and occupancy of the highway right-of-way, and the proposed facilities shall not be dangerous to persons or property using or occupying the highway or using facilities constructed under previously granted permits of use and occupancy.

FOURTH: It is the duty of the applicant to determine the existence and location of all facilities within the highway right of way by reviewing Departmental records for previous permits in the applicable area.

FIFTH: Installations within the highway right-of-way shall be in accordance with applicable laws, as well as provisions contained in the AASHTO Guide for Accommodating Utilities within Highway Right of Way. Those facilities not included in the above shall be in accordance with accepted practice. Where standards of the Department exceed those of the above cited codes, the standards of the Department shall apply. The Department reserves the right to modify its policies as may be required if conditions warrant.

SIXTH: Data relative to the proposed location, relocation and design of fixtures or appurtenances as may be required by the Department shall be furnished to the Department by the applicant free of cost. The permit applicant shall make any and all changes or additions necessary to make the proposed facilities satisfactory to the Department.

SEVENTH: Cutting and trimming of trees, shrubs, etc., shall be in accordance with the Department's EDSM IV.2.1.6 and Vegetation Manual, as revised.

EIGHTH: The applicant shall indemnify and save harmless the Department, its officers, agents, employees, contractors and assigns against any and all costs, expenses, claims, losses, liabilities, demands, suits, causes of action, damages, and judgments of any sums of money to any party accruing against the Department, its officers, agents, employees, contractors and assigns, growing out of, resulting from, or by reason of the presence or operation of the proposed facilities or any act or omission of the applicant, its officers, employees, agents, contractors and assigns while engaged in, about, or in connection with the discharge or performance of the terms of this permit or the operation, maintenance and use of the proposed facilities, whether by the applicant or third parties. Such indemnification shall include, without limitation, attorney's fees, court costs, fines, penalties, legal, consulting, accounting, engineering, and other expenses. The applicant shall provide and bear the expenses of all personal, professional, or other applicable insurance related to its ownership and operation of the proposed facilities and its duties arising under the permit.

NINTH: The permit applicant agrees to provide proof of liability insurance sufficient to indemnify the Department from claims resulting from accidents associated with the use of the applicable permit. The applicant and its insurer shall notify the Department in writing at least thirty (30) days prior to cancellation of the insurance or prior to any other changes affecting the insurance coverage.

TENTH: The applicant is the owner of the facility for which a permit is requested and is responsible for maintenance of the facility. Any permit granted by the Department is granted only insofar as the Department possesses the power and right to grant the same.

ELEVENTH: Any permit granted by the Department is subject to revocation at any time.

TWELFTH: Signing for warning and protection of traffic in instances where workmen, equipment or materials are in close proximity to the roadway surfacing, shall be in accordance with requirements contained in the Department's Manual on Uniform Traffic Control Devices. No vehicles, equipment and/or materials shall operate from, or be parked, stored or stock piled on any highway, median, or in an area extending from the outer edge of the shoulder of the highway on one side to the outer edge of the shoulder of the highway on the opposite side.

THIRTEENTH: All provisions and standards contained herein relative to the installation of utilities shall apply to future operation, service and maintenance of utilities.

FOURTEENTH: Drainage in highway side and cross ditches must be maintained at all times. The entire highway right-of-way affected by work under a permit must be restored to its preexisting condition, and shall be approved by the Department's Right-of-Way Permits Engineer.

FIFTEENTH: Any non-metallic or non-conductive underground facility must be installed with a non-corrosive metallic wire or tape placed directly over and on the center of the facility for its entire length within highway right-of-way. Wire or tape must be connected to all facilities.

SIXTEENTH: Prior to performing any excavations, the applicant is required to call Louisiana One Call. If installing any underground facilities such as cable or conduits, the applicant must be a member of Louisiana One Call. In addition, the applicant must contact DOTD at DOTD-FiberLocates@la.gov at least 24 hours prior to performing any excavation on DOTD Right-of-way (either for installation or maintenance).

SEVENTEENTH: A copy of the applicant's FCC license and registration number shall be submitted with the permit application. For towers in excess of 200 feet in height, a copy of FAA approval shall also be submitted to DOTD. All registration numbers shall be posted on the tower.

STANDARDS FOR INSTALLATION AND OPERATION OF WIRELESS TELECOMMUNICATION TOWER FACILITIES**A. GENERAL**

- (1) All materials and workmanship shall conform to the requirements of the applicable industry code and to Department specifications.
- (2) All safety precautions for the protection of the traveling public must be observed. Delays to traffic will be minimized to the maximum extent possible during construction of wireless telecommunication facilities. Acceptable delays will be determined and approved by the DOTD Permit Engineer. Thereafter, no traffic delays are permissible. These precautions shall be in force and effect not only during the construction phase of the installation, but shall also be in force and effect at all times that maintenance is required. (See Manual on Uniform Traffic Control Devices – MUTCD.
- (3) There shall be no unsupported, aerial installation of horizontal or longitudinal overhead power lines, wireless transmission lines, or other overhead wire lines except within the confines of the wireless operator's facility as described herein:
 - a. Coaxial transmission lines, tower light power cables, and other wires or cables necessary for the proper and safe operation of the telecommunication facility required to crossover from the operator's equipment pad, shelter, or other means of communications equipment housing, to the vertical tower structure, shall be supported along their entire horizontal length by a structural cable trough and shall not exceed twenty-five (25) feet in length.
 - b. Electrical utility lines, wireline telephone lines, and other utility services transmitted via wireline shall be installed underground in accordance with the National Electrical Code, and the department's specifications.
 - c. It is the responsibility of the wireless facility operator to negotiate with owners of preexisting utilities in order to have the preexisting lines relocated to accommodate these new installations.
 - d. Joint use agreements and existing permits and servitudes will be taken into consideration in determining areas for installations.
- (4) All excavations within the limits of the right-of-way shall be backfilled and tamped in six-inch layers to the density of the adjacent undisturbed soil. Where sod is removed or destroyed, it shall be replaced within one week. Where existing soil material is, at the discretion of the Department, unsuitable for backfill, select material shall be furnished in lieu thereof, and the existing material shall be disposed of by approved methods.
- (5) Where total clearing and grubbing is required by the telecommunication facility operator, the operator is authorized to retain all cleared timber and shall be responsible for removing all cleared timber from the right-of-way. The operator must follow-up with submittal of a landscape plan which may include an erosion control seeding plan approved by DOTD.
- (6) Installations through drainage structures are strictly prohibited.
- (7) Order of Preference in Location Selection: (to be determined by the Department)
 - 1) Rest areas and stationary weigh stations.
 - 2) Power poles and light standards
 - 3) On longitudinal elevated structures
 - 4) Co-located on DOTD-owned communications tower facilities
 - 5) Inside interchange loops and adjacent on/off ramps
- (8) Types of towers permitted:
 - a. In rest areas, weigh stations, maintenance units, and other large tracts of property:
 - 1) 350 ft. (maximum) self supporting lattice type towers.
 - 2) 195 ft. (maximum) monopole tower.
 - 3) Lighted monopole tower replacement of light standard.
 - 4) Existing communication tower.
 - b. Other acceptable areas:
 - 1) 195 ft. (maximum) monopole tower.
 - 2) Lighted monopole tower replacement of light standard.
 - 3) Elevated structure
 - 4) 350 ft. (maximum) self supporting lattice type towers.
 - 5) Existing communication tower.
- (9) Co-location
 - a. DOTD communications equipment shall be allowed to co-locate on wireless facility towers, at no cost to DOTD, provided that the tower's structural capacity is adequate to safely support such additional use; the existing space on the tower is at the height DOTD desires; and no technical factors exist which would prohibit such a co-location.
 - b. Wireless facility operators, in certain instances, may be permitted to strengthen DOTD-owned towers, at the sole cost of the wireless facility operator, to provide additional structural capacity for multiple users. Alternatively, the tower structure may be replaced, rather than modified. Ownership of the new or modified tower and responsibility for maintaining the tower shall be negotiated prior to issuance of the permit, and shall be stated on the front of the permit. Applicant shall submit a structural analysis with the permit application. DOTD retains the right in perpetuity to have its antennae, pre-existing or added subsequent to permit issue, mounted on the new or modified tower.
 - c. Each wireless facility operator which co-locates on existing wireless telecommunication facilities operating within DOTD rights-of-way shall be subject to the same conditions and requirements which apply to the owner of the tower. The co-locator shall meet all Departmental standards and policies and shall access the facility only after receiving prior written permission from the Department.
 - d. When co-locating on an existing wireless telecommunication facility, each installation must be permitted separately by the co-locating facility owner.
- (10) Attachments to existing bridge structures
 - a. No authorized attachment to an existing structure shall cause technical interference with any equipment on the facility.
 - b. Plans will be submitted to the Bridge Design Engineer and the Structures and Facilities Maintenance Engineer for approval.

B. ACCESS REQUIREMENTS

- (1) Repairs under the roadway will not be allowed if such repairs necessitate open cutting the highway. If a problem occurs with a line crossing, the applicant must install a new crossing. The applicant must bear 100% of the cost.
- (2) Prior to the start of construction of wireless telecommunication facilities, the District Permit Office shall be contacted and notified of the required construction time to complete the wireless facility. The Permit Engineer may provide the operator with a specific authorized duration for access to the construction site. (3) Facilities requiring less than six accesses per year:
 - a. Access to the telecommunication facilities located adjacent to controlled access highways shall be first from the land side, second from the interchange (longitudinally) and third from the highway (to be approved in each instance). This shall not apply to those facilities with pre-existing access, such as rest areas, weigh stations or District Offices.
 - b. The applicant shall contact the DOTD District Permit Office and obtain approval for each time that the facility must be accessed, including routine maintenance and meter reading, as well as any other access. For non-emergency accesses, the applicant shall give at least 2 days notice, and no more than 10 days notice. The applicant shall give as much notice as possible for emergency access; and shall inform the DOTD District Permit Office after the fact when it is not possible to give advanced notice.
- (4) Facilities requiring six or more accesses per year:
 - a. Access to the facility shall meet all standard driveway requirements. Access to facilities located adjacent to controlled access highways shall be from the land side. This shall not apply to those facilities with pre-existing access, such as rest areas, weigh stations or District Offices.
 - b. The applicant shall contact the DOTD District Permit Office and obtain approval for any change in the structure or configuration of the facility. Approval from DOTD is not required for routine maintenance or minor changes to the facility.

C. SECURITY REQUIREMENTS

- (1) Fences, parking, and other security measures may be permitted in accordance with other DOTD standards.
- (2) Traffic barriers and/or crash mitigation structures shall be installed as deemed necessary by the Permit Engineer.

D. FEES

- (1) Definitions for use in this Section:
 - (a) Installation Facility—any tower or pole installed or utilized by a wireless telecommunications carrier for wireless audio and visual communications.
 - (b) Self-Supporting Tower—a three or four sided lattice structure with self-supporting frame made from solid rod, pipe, or angle.
 - (c) Monopole/Guyed Tower—tower that consists of one stem or one pole anchored to the ground and supported by a structurally designed foundation or guyed anchor system. The wires may be anchored to the top of the structure or to the ground.
 - (d) Pole—column or post, constructed of wood or metal, supported by a simple concrete foundation up to 2 feet in diameter and/or with partial embedment.
 - (e) Small Wireless Facility (“SWF”)—wireless communications facilities that meet each of the following conditions:
 - (i) the facilities:
 - 1. are mounted on poles or other structures 50 feet or less in height including their antennas;
 - 2. are mounted on poles or other structures no more than 10 percent taller than other adjacent poles or structures; or
 - 3. do not extend existing poles or other structures on which they are located to a height of more than 50 feet or by more than 10 percent, whichever is greater;
 - (ii) each antenna associated with the deployment, excluding associated antenna equipment, is no more than three cubic feet (3 ft³) in volume;
 - (iii) all other wireless equipment associated with the pole or other structure, including the wireless equipment associated with the antenna and any pre-existing associated equipment on the pole or other structure, is no more than 28 cubic feet (28 ft³) in volume;
 - (iv) the facilities do not require antenna structure registration under C.F.R. Title 47, Chapter 1 Federal Communications Commission, Part 17;
 - (v) the facilities are not located on Tribal lands, as defined under 36 C.F.R. 800.16(x); and
 - (vi) the facilities do not result in human exposure to radiofrequency radiation in excess of the applicable safety standards specified in 47 C.F.R. Section 1.1307(b).
 - (f) Utility Pole—column or post used to support overhead power lines and various other public utilities, such as electrical cable, fiber optic cable, and related equipment such as transformers and streetlights.
- (2) The following fees shall apply to wireless telecommunications installations, except for small wireless facilities, placed within State highway rights-of-way:

Type of Tower	Annual Fee
Self-Supporting Tower/Antenna	\$3,500
Monopole/Antenna	\$2,000
Attachment To Existing Utility/Light Poles	\$1,500
Co-Location on DOTD Tower	\$3,500
Video cameras	Supply feed to DOTD

- (3) Annual renewal fees for each Small Wireless Facility shall be \$270.00, regardless of location of the SWF. Permits are subject to a reevaluation cost every three years of an additional \$82.59 per permit. The following fees shall be assessed for each initial permit, based on the classifications of the roadway in accordance with the most current edition of the Federal Highway Administration’s “Highway Functional Classification Concepts, Criteria, and Procedures.”

Highway Classification	Installation of SWF on a New Pole	Installation of New SWF on Existing Pole
Interstate Urban	\$2100.00	\$1850.00
Interstate Rural	\$1575.00	\$1387.50
Freeway/Expressway Urban	\$2100.00	\$1850.00
Freeway/Expressway Rural	\$1575.00	\$1387.50
Principal Arterial Urban	\$1575.00	\$1387.50
Principal Arterial Rural	\$1050.00	\$925.00
Minor Arterial Urban	\$1050.00	\$925.00
Minor Arterial Rural	\$525.00	\$462.50
Major Collector Urban	\$525.00	\$462.50
Major Collector Rural	\$210.00	\$185.00
Minor Collector Urban	\$525.00	\$462.50
Minor Collector Rural	\$210.00	\$185.00

- (4) All permit fees must be paid to the department by check or money order. The department will not accept cash.
 (5) All permits will be in force and effect for a period of one year from the date the permit was issued.
 (6) The department may waive fees in exchange for shared resources.
 (7) The department may waive fees for those permit applicants who erect facilities, attachments or cameras for the use of the department or other state agencies or political subdivisions to conduct departmental or state work.

ATTACHMENT A

The applicant/permittee hereby acknowledges and agrees that the following, additional special conditions and standards shall apply:

FIRST: That, the applicant/permittee shall not conduct any activities within twenty (20) feet from the edge of travel lane without written authorization obtained by the LA DOTD.

SECOND: That, the applicant/permittee expressly shall not have the authority to close a lane, unless granted by the LA DOTD.

THIRD: That, for regularly scheduled maintenance, the applicant/permittee shall notify the LA DOTD in writing of any access to the right-of-way, at least fourteen (14) days in advance when such access is for regularly scheduled maintenance. Applicant/permittee acknowledges that the failure to comply with these notification requirements may result in permit revocation.

FOURTH: That, for emergency maintenance, the applicant/permittee shall notify the LA DOTD in writing of any access to the right-of-way as soon as is practically known, but in any event, at least concurrently with the emergency event. Applicant/permittee acknowledges that the failure to comply with these notification requirements may result in permit revocation.

FIFTH: That, the applicant/permittee’s access to right-of-way shall be in compliance with all existing laws and regulations and shall not adversely impact traffic.

SIXTH: That, the applicant/permittee shall be responsible for all of LA DOTD’s assets that are damaged or affected in any manner, and shall be required to restore the right-of-way and/or affected facility to the condition that it was previously in prior to access.