APPENDIX A—FEES AND CHARGES

Pole Attachment Fees & Charges

1. **Annual Pole Attachment Fee**: (fee will be charged on a per-pole basis)

   Effective January 1, 2025: $20.44 per attachment per year.

   Adjustment of Annual Pole Attachment Fee (Resolution 691):

   As of January 1, 2018, and each calendar year thereafter, the adjustment to the existing annual rate shall be the greater of following: (a) three percent (3%) or (b) the monetary amount which is the result of the following calculation: Methodology of Calculation of CPI Based Adjustment: The existing utility rate shall be multiplied by a figure established as the average of the Seattle-Tacoma-Bremerton Area Bi-Monthly Index CPI-U (June compared with June) and the US All City Average CPI-U for the same period. Example: S-T-B Area Bi-monthly Index CPI-U is 3.5% and the US AII City Average CPI-U for that period is 2.5%. The multiplier to be utilized is 3.0%. If the existing rate is $16.00, the result would be an increase of $00.48 for an adjusted rate of $16.48. Principals of Application: The average for the CPI multiplier, if not even 1/10th of a percent, shall be rounded upward to the nearest 1/10th of a percent.

2. **Non-Recurring Fees:**

- Permit Application Fee .....$100.00 per Permit Application (20 Poles)
- Permit Application Fee .....$250.00 per Permit Application (21or more Poles)
- Permit Application Fee (removals only).....No charge
- Make Ready Work Charges .....See Article 7 of the Agreement
- Miscellaneous Charges ..... See Article 3 of the Agreement
- Inspection Fees..... See Article 13 of the Agreement
- Anchor Attachment Fee.....$25.00
- Pole Removal Fee.....$150.00

NOTE: Permit Application fees may be adjusted periodically, but not more often than annually, to reflect increases in operating costs.

3. **Unauthorized Attachment Fee:**
    - 3 x Annual Attachment Fee, per occurrence.
4. **Failure To Timely Transfer, Abandon, or Remove Facilities Fee:**
    - 1/5 Annual Attachment Fee per day, per Pole, first 30 days;
    - Annual Attachment Fee per day, per Pole, second 30 days and thereafter.

APPENDIX B—POLE ATTACHMENT PERMIT APPLICATION PROCESS

The following procedure is to be followed by each Licensee seeking to make new Attachments on City Poles. Note that no entity may make any Attachments to City Poles without having first entered into a binding Pole Attachment Licensing Agreement.

1. Licensee shall submit a completed Permit Application (Appendix C) that includes a Map showing the Location(s)/Route; Guying and anchoring to be provided at dead-end locations, route map, Cable tension at demands (maximum design); Cable type, diameter, etc.; Project Construction Schedule, and Emergency Contact Person and Number. Licensee shall prepare the Permit Application in adherence with the Applicable Standards (Section 1.2 of Agreement) and specifications (Appendix D).

2. The City will review the completed permit application and discuss any issues with the Licensee. Said review may involve an on-site inspection of proposed attachment(s) with the Licensee's professional engineer or City-approved Licensee employee or contractor.

3. Upon receipt of written authorization, the City will proceed with Make-Ready Work according to the specific agreed-upon installation plans and the terms of the Agreement, including payment for the Make-Ready Work charges as set out by the City and agreed to by the Licensee.

4. Upon completion of the Make-Ready Work, the City will sign and return the Application for Permit authorizing the Licensee to make its Attachment(s) in accordance with agreed-upon installation plans.

5. The Licensee's professional engineer, the City-approved employee, or contractor shall submit a written certification that he/she has completed the Post-Construction Inspection and that the installation was done in accordance with the provisions of the Permit. The Post-Construction Inspection shall be submitted within thirty (30) calendar days after installation is complete.

Appendix C

APPLICATION FOR NEW POLE ATTACHMENT(S)

100 S 3rd Street. McCleary, WA 98557
360-495-3667 Email: permits@cityofmccleary.com

City of McCleary

COMPANY: _____

SUBMITTED BY: _____ **DATE:** _____

EMAIL: _____ **PHONE:** _____

CITY POLE #	LOCATION	CITY ASSIGNED NUMBER	MAKE READY WORK REQ'D	OVERLASHING YES/NO

***Attach additional sheets if required.**

Please provide the following:

1. Map showing the Location(s)/Route
2. Guying and anchoring to be provided at dead-end locations:
3. Cable tension at demands (maximum design:
4. Cable type, diameter, etc.:
5. Project Construction Schedule:
6. Emergency Contact Person and Number

New contract (s) Pro-rated Charges remainder of current year: $ _____

Make ready charge(s): $ _____

Total Charges: $ _____

Approved: _____ **Date:** _____

Title: _____

APPENDIX D—SPECIFICATIONS FOR LICENSEE'S ATTACHMENTS TO THE CITY POLES

Licensee, when making Attachments to City Poles, will adhere to the following engineering and construction practices.

A. All Attachments shall be made in accordance with the Applicable Standards as defined in Paragraph 1.2 of this Agreement.

B. Clearances

1. Attachment and Cable Clearances: Licensee's Attachments on City Poles, including metal attachment clamps and bolts, metal cross-arm supports, bolts, and other equipment, must be attached to maintain the minimum separations specified in the National Electrical Safety Code ("NESC") and in drawings and specifications that the city may from time to time furnish Licensee. (See Drawings SP 1780 P6 to SP 1780 P12.)

2. Service Drop Clearance: The parallel minimum separation between City service drops and communications service drops shall be twelve (12) inches, and the crossover separation between the drops shall be twenty-four (24) inches.

3. Sag and Mid-Span Clearances: Licensee will be particularly careful to leave proper sag in its lines and cables and shall observe the established sag of power line conductors and other cables so that minimum clearances are (a) achieved at Poles located on both ends of the span; and (b) retained throughout the span. At mid-span, a minimum of twelve (12) inches of separation must be maintained between any other cables. At the Pole support, a six (6) inch separation must be maintained between the Licensee and any other communications connection/attachment.

4. Vertical Risers: Unless otherwise directed by the City, all Risers shall be placed on existing stand-off brackets or, in the absence of stand-off brackets, the riser shall be placed on the field-face quarter section of the Pole. All risers must be installed in a conduit attached to the Pole with stand-off brackets. A two (2) inch clearance in any direction from cable, bolts, clamps, metal supports, and other equipment shall be maintained.

5. Climbing Space: A clear Climbing Space must be maintained at all times on the face of the Pole. All Attachments must be placed to allow and maintain a clear and proper Climbing Space on the back side of the City Pole. Licensee's cable/wire Attachments shall be placed on the same side of the Pole as those of other Attaching Entities. In general, all other Attachments and Risers should be placed on the Pole field face quarter section.

6. Pedestals and Enclosures: Every effort should be made to install Pedestals, Vaults, and/or Enclosures a minimum of four (4) feet from Poles or other City Facilities. If the placement of

Pedestals, Vaults, and/or Enclosures a minimum of four (4) feet from Poles or other City Facilities is not practical, Licensee shall contact the City to obtain written approval of the proposed placement. Every effort should be made to install or relocate the City Facilities a minimum of four (4) feet from the Licensee's existing Pedestals, vaults, and/or enclosures.

C. Down Guys and Anchors

1. Licensee shall be responsible for procuring and installing all anchors and guy wires to support the additional stress placed on City Poles by Licensee's Attachments. Guy wires must be anchored adequately.

2. Anchors and guy wires must be installed on each City Pole where an angle or a dead-end occurs. Licensee shall make guy attachments to Poles at or below its cable Attachment. No proposed anchor can be within four (4) feet of an existing anchor without the written consent of The City.

3. Licensee may not attach guy wires to the anchors of the City or third-party user without the anchor owner's specific prior written consent.

4. No Attachment may be installed on a City Pole until all required guys and anchors are installed. No Attachment may be modified, added to, or relocated in such a way as will materially increase the stress or loading on City Poles until all required guys and anchors are installed.

5. Licensee's down guys shall be insulated.

D. Certification of Licensee's Design

1. Licensee's Attachment Permit application must be signed and sealed by a professional engineer, registered in the State of Washington, or utility-approved employee or contractor certifying that Licensee's aerial cable design fully complies with the NESC, the City's Construction Standards, and any other applicable federal, state, or local codes and/or requirements.

2. This certification shall include the confirmation that the design is in accordance with Pole strength requirements of the NESC, considering the effects of City Facilities and other Attaching Entities' facilities that exist on the Poles without regard to the condition of the existing facilities.

E. Miscellaneous Requirements

1. Cable Bonding: Licensee's messenger cable shall be bonded to the City's Pole ground wire at each Pole where a ground wire is available.

2. Customer Premises: Licensee's service drop into customer premises shall be protected as required by the most current edition of the NEC.

3. Communication Cables: All communication cables/wires not owned by the City shall be attached within the Communications space as defined in Section 235 of the NESC.

4. Riser Installations: All Licensees' Riser installations shall be in City-approved conduit materials and placed on stand-off brackets.

5. <u>Tagging:</u> Licensee's cables shall be identified with a tag acceptable to the City within twelve (12) inches of each Attachment. The tag shall include at least the following: licensee name and cable type. Tags shall be placed in such a way as to permit identification of the Attaching Entity by observation from the ground.

F. City Construction Drawings and Specifications

1. Refer to the attached City Construction Drawings and obtain additional construction specifications from the City in accordance with its requirements.

2. Apply the City's construction drawings and specifications in accordance with the NESC, NEC, WAC, RCW, and any other federal, state, or local code requirements.

APPENDIX E-DISTRIBUTION LINE MINIMUM DESIGN REVIEW

INFORMATION AND WORKSHEET

The following guidelines are provided, and corresponding information must be submitted with each Permit application for Pole Attachments on the City's system. The city may direct that certain Attachments do not require the submittal of Design Review Information. These Attachments are noted at the end of this section.

Each Permit application must include a report from a professional engineer registered to practice in the State of Washington, and experienced in electric Utility system design, or a City-approved employee or contractor of Licensee. This report must clearly identify with the proposed construction. It must verify that the Attachments proposed will maintain the City's compliance with NESC Class B construction for medium loading as outlined in the NESC Section 25.

The city may or may not require that all the following information be submitted at the time of the Permit application. The applicant shall have performed all required calculations and be ready to provide the detailed information below within fifteen (15) calendar days of notice. Applicant shall keep copies of the engineering data available for a period of twenty (20) years.

Licensee shall comply with any NESC and/or City safety factors, whichever is more conservative, in their designs. The engineer for the Permit applicant shall provide for each application the following confirmations:

- **Required permits that have been obtained** (insert n/a if not applicable): _____ (y/n) U.S. Corp of Engineers.

_____ (y/n) Highway—state, county, city.

_____ (y/n) Railroad.

_____ (y/n) Joint use permits, if required.

- **Confirm that you have:**

_____ (y/n) Obtained appropriate franchise(s).

_____ (y/n) Obtained Pole/anchor easements from landowners.

_____ (y/n) Obtained crossing and overhang permits.

_____ (y/n) Obtained permit to survey R/W.

_____(y/n) Completed State of Washington Department of Transportation requirements.

_____ (y/n) Placed permit number on plans.

_____ (y/n) Complied with Washington State Underground Facility Location requirements.

_____ (y/n) Included sag/tension data on proposed cable.

Calculations are based upon the latest edition of the NESC and the latest editions of the requirements of the State of Washington.

It is the Licensee's responsibility to obtain all necessary permits and easements and provide the city with a copy of each, if requested.

The engineer for the Permit applicant shall provide for each Pole(s) the following information: Note: Items marked with an * are required, other items are as requested by the City.

General: *

- Licensee's Project No. _____
- Pole class_____ [existing—i.e., 4, 3, 2…]
- Pole height _____ [existing—i.e., 35, 40…]
- Pole type _____ Western Red, Cedar, Douglas Fir…]
- Pole fore span _____ [feet]
- Pole back span_____ [feet]
- Calculated bending moment at ground level _____ [ft–lbs]

Proposed:

- Proposed cable: Type_____qty _____ dia _____@_____ ft above ground line*
- Proposed cable: Type _____ qty _____ dia _____ @_____ ft above ground line*

The minimum vertical clearance under all loading conditions measured from the proposed cable to ground level on each conductor span shall be stated above. Variations in topography resulting in ground elevation changes shall be considered when stating the minimum vertical clearance within a given span.

Proposed loading data [provide similar data for each cable proposed]: *

A. Weight data (cable and messenger)

1. Vertical weight, bare = _____ [#/ft]

B. Tension data (final tensions on messenger)

1. NESC maximum load for area of construction: _____ [lbs]

2. 60° F, NO wind: _____ [lbs]

Permit applicant's engineer shall provide for each transverse or dead-end pole to which guy(s) are attached, the following information: *

- Licensee's Plan Sheet Pole number(s) _____
- Corresponding Calculated guy tension under NESC maximum loading conditions _____ [lbs]