



PROVO POLE ATTACHMENT APPLICATION STEPS

1. Attaching company submits applications to Community Development as required for a Minor Project Plan with prints; maps; existing conduit size, existing occupants, riser clearances and facilities; pole-loading analysis including details as to the weight, size, and maximum tension of its cables, suspension strands, and/or conductors, with and without ice loading, as specified in the latest and/or most current edition of the NESC, as well as any amendments to the most current Code; and proposed routes, spacing, clearances and facilities utilizing the application checklist along with appropriate application fees.
2. Applications are time/date stamped and then processed.
3. Provo City Power or subcontractor provides **make ready requirements** and field engineering process for each pole attachment on proposed route, including budgetary costs, within 30 days of application submission.
4. Provo City Power issues a notice to the attaching company stating that the application/make ready review is complete and available.
5. Attaching company reviews approved application/make ready information and associated costs to determine if they wish to proceed
6. If attaching company decides to proceed, they submit a request for NTP (Notice to Proceed) that seeks permission for them, or their subcontractors, to perform the work, within 30 days of receipt of Provo City review. Otherwise, the application/make ready is subject to review and/or cancellation/revision.
7. Provo City Power reviews the request for NTP and, upon approval, sends a Notice to Proceed (NTP) to the attaching company stating they are cleared to proceed with the proposed work.
8. The attaching company then has 90 days to complete/arrange for completion of any make ready work and install attachments. Small Cell attachments have a total of 270 days to complete work as specified in Utah Code 54-21-302.
9. Upon completion of the make ready work and installation of attachments, the attaching company notifies Provo City Power in writing.
10. Provo City Power has 30 days to patrol and inspect the route and notify the attaching company of required corrections.
11. Once the make ready and pole attachments pass the inspection process, Provo City Power gives the attaching company the okay to light their new lines.
12. If the route fails inspection, the attaching company has 21 days to remediate and notify Provo City Power.
13. Attaching company lights their new lines and usage fees commence.
14. Notify Provo City Power 24 hours after project completion.