City of Omaha, Nebraska
Small Wireless Facility (‘‘SWF’’) Permit Application Form

Revised 1/16/20

Instructions:
Complete this SWF Permit Application Form and attach the supporting materials below (collectively, the
‘‘Application’’). Batch Applications shall not exceed 30 proposed SWF’s. Make checks payable to City of
Omaha. All application fees are nonrefundable. Submit Application by mail to:

Attn: Small Cell Permit
City of Omaha - Planning Department
Permits & Inspections Division
1819 Farnam Street, Suite 1100
Omaha NE 68183

For detail on Application requirements, refer to Chapter 56, Art. I, Sec. 56-1 through 56-13, Ordinance No. 41995
(the ‘‘Article’’) and Neb. Rev. St. § 86-1201 et seq. (Nebraska Small Wireless Facilities Deployment Act). For
questions on application processing, contact:

City of Omaha Planning Department
402-444-5150

Required Supporting Materials:

1. If applicable written authorization from the owner of the utility pole or support structure on which the
SWF will be placed or attached, if not the city (under most circumstances, this is Omaha Public Power
District). See Section 56-5 (a)(4) for detail.
2. Detailed construction drawings of the proposed SWF(s), and any associated equipment and utility
pole or support structure which show the location, dimensions, elevations, equipment specifications,
and attachment methods for the SWF(s), all equipment, and the utility pole or support structure.
3. To the extent the proposed SWF(s) involves collocation on a utility pole or support structure, a
structural report performed by a duly licensed engineer evidencing that the pole or support structure
will structurally support the collocation (or that the pole or support structure will be modified to meet
structural requirements) in accordance with applicable codes.
4. For any new above ground antenna equipment, accurate visual depictions and locations, if not
included in the construction drawings.
5. A full description of any make-ready work to be performed by the city in preparation for the proposed
installation and use of the small wireless facility, associated equipment and utility pole or support
structure.
6. Application Fee of $500.00 for an application containing as few as one (1) or up to as many as five (5)
SWF’s, plus an additional $100 for each additional SWF. An application for all permits for a new,
modified, or replacement utility pole or support structure intended to support one or more small
wireless facilities and the associated small wireless facility shall be accompanied by an application fee
of $250.00.
7. Bond and certificate of insurance per the Article at Sec. 56-9.
8. Based on the work proposed in connection with this project, identify any and all additional permits, approvals, or agreements ("Ancillary Permissions") that will be required for any work within the boundaries of the City in order to deploy the wireless facilities which you contend must be issued (absent agreement or exceptional circumstances) no later than by the same time the City must take action on the wireless application (Per Sec. 56-5 (4)). It is your responsibility to review Code and policies and other state or FCC regulations applicable to the deployment of the wireless facility within the City and identify every Ancillary Permission that will be sought in conjunction with that deployment. The failure to conduct the investigation and to accurately identify all Ancillary Permissions may be grounds for denying the application or for declaring it incomplete. For example, if the wireless facility would be placed on a structure where historical review would be required at the state, federal or local level, the applications required for that review must be identified. Please check whether the work proposed will require:

   a) ___ Electrical Permit
   b) ___ Excavation Permit
   c) ___ Street Obstruction Permit
   d) ___ Meter Hood Permit
   e) ___ Other(s). Identify: ____________________

Alternatively, rather than identifying all Ancillary Permissions now, you may agree as follows by signing below: “I agree that, except for those applications identified and submitted in response to Item #9 (below) separately for any and all required Ancillary Permissions; any deadlines for action on any Ancillary Permissions will be waived; and that no work may be undertaken should this wireless application be granted, or granted subject to conditions, until and unless the same are obtained.”

Agreed: ____________________

9. Please provide an attachment that identifies that Ancillary Permission you seek now, and with respect to that Ancillary Permission, include the following completed checklist:

   □ I have the required permit. [If you check this box, attach the required permit or documentation of the required permit.]
   □ I have no permit, but I am applying or have applied for one. [If you check this box, include documentation of the application submittal.]

Notes:

   • The application fee referred to in Item #6 includes fees for all Ancillary Permissions. Please refer to Small Cell Electrical and Small Cell Street Excavation (Select "5G WIRELESS" under Public Works tab for street excavation) when submitting permit applications through omahapermits.com. These permit types will automatically waive any normally associated fees. Waiving associated fees for all other Ancillary Permissions must be requested by the applicant when submitting the respective application(s).
   • Ancillary Permissions may not be “batched.” Each individual site will require its own electrical permit, excavation permit, etc.
   • SWF located within State right-of-way are permitted through the State of Nebraska. However, these facilities still require electrical permits, excavation permits, etc. from the City of Omaha.
### Applicant Information:

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<th>Field</th>
<th>Information</th>
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<tbody>
<tr>
<td>Applicant Name</td>
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<td>Applicant Address</td>
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<tr>
<td>Name &amp; Title of Contact Person of Applicant</td>
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<td>Telephone Number</td>
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<td>Email Address</td>
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<td>Name &amp; Title of Contact Person of Applicant’s Emergency Contact</td>
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<td>Telephone Number</td>
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<td>Email Address</td>
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<td>Name &amp; Title of Contact Person of Applicant’s Authorized Representative</td>
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<td>Telephone Number</td>
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<td>Email Address</td>
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<td>Applicant Signature &amp; Title</td>
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<td>Date</td>
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### Occupation Tax Status: Does Applicant pay City of Omaha Occupation Taxes under Section 19-88 of the Omaha City Code? ( ) Yes ( ) No

### Attestation: By signing the above, Applicant attests that the SWF(s) contained herein shall be operational for use by a wireless service provider within nine months after the later of the completion of all make-ready work or the permit issuance date, unless a delay is caused by lack of commercial power or communications transport facilities to the site, in which case the deadline shall be extended for up to nine months or unless the Applicant and the city agree to an extension.

### Indemnification: By signing the above, Applicant agree to indemnify the city per the Article at Sec. 56-8.

### SWF Location(s)

<table>
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<tr>
<th>Location(s)</th>
<th>Description(s) of the proposed work, purpose, and intent</th>
<th>Attachment: (Utility) Utility Pole (3P) Third Party Pole, or (City) City-Owned Pole</th>
<th>Approved</th>
<th>Denied</th>
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**For City Use Only**

**Shotclocks:**

Date Application Received: ________

Application Complete? ( ) Yes ( ) No

If incomplete, date Applicant was notified in writing of Incomplete? ________

If incomplete, which specific application requirements was Applicant instructed to fix? ________

If incomplete, date the Applicant resubmitted: ________

If incomplete, adjusted Date Permit Action is Due: ________

If Tolling period, Dates: ________

Date Permit Action is Due: ________
### Shotclocks:

Does shotclock include Ancillary Permissions? ( )Yes ( )No

If yes, list associated permit numbers:

<table>
<thead>
<tr>
<th>Permit Number 1</th>
<th>Permit Number 2</th>
<th>Permit Number 3</th>
<th>Permit Number 4</th>
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### Action Log:

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<th>Action Log</th>
<th>Total Approved</th>
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<tr>
<td>Planning</td>
<td>Public Works</td>
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<th>Planning Director Date</th>
<th>Public Works Director Date</th>
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**Permit Action Date:** ______________

### Billing:

Does the Applicant pay the city an occupation tax under Sec. 19-88 of the Omaha City Code? ( )Yes ( )No

- If Yes, annual Rent is $0
- If No, annual Rent is
  - $20 for each SWF attached to a utility pole
  - $250 for each SWF located anywhere else in Right of way or city property

Annual rent (if applicable) payment is due on or before January 1, in advance of the ensuing year.

________________ Finance Director

### Comments: