

## [Small Cell Application Process](#)

All applicants need to go the City of Austin's ABC portal and submit an application

<https://abc.austintexas.gov> – Select Right Of Way Permits

The screenshot shows the City of Austin's ABC portal. At the top, the logo 'austintexas.gov' is displayed with the tagline 'the official website of the City of Austin'. Navigation links include 'Pay Online', 'Services', 'Calendar', 'Media Center', 'Departments', and a user count of '311'. A breadcrumb trail reads 'Department > Planning > Interactive Development Review Permitting and Inspection'. A left-hand menu lists various services, with 'Right Of Way Permits' highlighted in yellow. The main content area features a banner for 'Austin Build + Connect' with an aerial city view. Below the banner, a box titled 'STEP 1 OF 8 - SELECT APPLICATION TYPE' contains instructions and a list of application options: 'Small Cell Permit', 'Network Node', 'Service Pole - AE Street Light (?)', 'Service Pole - ATD-Traffic Signal (?)', 'Service Pole - Other (Structure/Sign) (?)', 'Utility Pole - AE (?)', 'Utility Pole - Other (?)', 'Node Support Pole (?)', and 'Transport Facility (?)'. A note at the bottom of the box states: 'Please call 512-974-7180 to discuss the types of permits you may request through the ROWMAN system'.

Select the type of application and follow the online application process.

The following documents are required **prior** to submitting any Small Cell application

**Chapter 284 Questionnaire** – <http://austintexas.gov/department/regulatory-affairs>

**ATD Infrastructure Usage Agreement** – email [april.sellers@austintexas.gov](mailto:april.sellers@austintexas.gov)

**Austin Energy Infrastructure Usage Agreement** – email [PAOperations@austinenergy.com](mailto:PAOperations@austinenergy.com)

The following documents are required with **each node**, support pole and/or transport facility Small Cell application:

**ATD Pole Attachment Application** – email [april.sellers@austintexas.gov](mailto:april.sellers@austintexas.gov)

**Pole Load Analysis**

**Austin Energy Pole Attachment Application –**

<http://austinenergy.com/wps/portal/ae/commercial/commercial-services/infrastructure-and-property-leasing/pole-attachments>

**Electric Service Planning Application (ESPA) –** <https://austinenergy.com/ae/contractors/electric-service-design-and-planning/espa>

Feasibility walks should be done prior to submitting an application. A request can be submitted to Aero Consultants. [TDougherty@aerosolutionsllc.com](mailto:TDougherty@aerosolutionsllc.com)

<https://www.austintexas.gov/rowman>

Small Cell Time Frame per Chapter 284.154

**Network Nodes**

Completeness Check – 30 days from submittal

Initial Formal Review – 60 days from Completeness Check approval for Network Nodes

If denied, applicants have 30 days to re-submit revisions

Resubmission reviews – 90 days from resubmission

**Node Support Pole**

Completeness Check – 30 days from submittal

Initial Formal Review – 150 days from Completeness Check approval for Network Nodes

If denied, applicants have 30 days to re-submit revisions

Resubmission reviews – 90 days from resubmission

**Transport Facility**

Completeness Check – 10 days from submittal

Initial Formal Review – 21 days from Completeness Check approval for Network Nodes

If denied, applicants have 30 days to re-submit revisions

Resubmission reviews – 90 days from resubmission

Application fees must be paid prior to formal review.

Annual usage fees must be paid prior to permits being issued.