

## Proposal Submittal Checklist - Wireline Attachment

Proposal will be considered complete and accepted for an Engineering Review when all of the applicable information is received. Accepting for completeness is NOT an approval to attach.

**Completed Permit Application Form**

**Site Map - Must include the following**

- \* SPANS Entry Order Number
- \* North arrow
- \* Labeled cross streets
- \* Streets labeled with type of highway designation (i.e. STH, CTH, Municipal, Private, etc.)
- \* Pole numbers (if there is no tag use NT + SPANS Entry Order number)
- \* Critical crossings labeled (i.e. Railroads, Waterways, Highways)
- \* Rights-of-Way clearly shown and identified
- \* Proposed guying and riser placement details
- \* Span lengths

**Pole Profile Sheets - Must include the following**

- \* SPANS Entry Order Number
- \* Pole tag number from field or Pole View (if there is no tag use NT + SPANS Entry Order number)
- \* Page number is SPANS Entry Order number
- \* Measured height of lowest We Energies Conductor(s) and drip loops if present
- \* Power equipment heights if present (i.e. Transformer, Load Break Switch Insulator, Riser, etc.)
- \* Light if present along with bonding status clearly indicated and drip loops measured height recorded
- \* Name and measured height of all existing communication attachments on the pole
- \* Measured midspan (lowest point) of lowest power and all existing communication lines in the next span
- \* Profile sheets for adjacent poles with communication attachments
- \* Sag profile results for lowest We Energies conductor loaded to worst case condition showing clearance to top communication line (See Note 2)
- \* Sag profile results for lowest communication line (See Note 2)
- \* Identify all existing risers and proposed riser locations in top view
- \* Identify all existing and proposed guying
- \* Anticipated Make Ready described clearly

**Three Photos - Attach to pole page**

- \* High resolution digital photos (do not convert to pdf)
  - \* Photo #1 facing the direction of the route
  - \* Photo #2 facing the pole head on
  - \* Photo #3 facing away from the route

**Pole Loading Calculations**

- \* Include Entry Order Number and Pole Tag Number on each pole loading calculation (e.g. Pole ID\_Pole\_1\_02-02227)
- \* Pole loading results for each pole along with a group summary

**Make Ready Form if applicable**

- \* Must identify all names of all companies currently attached
- \* Must include complete description of all Make Ready that is required
- \* Must show the party responsible for payment

**Applicable Proof of Entry (See Note 1)**

- \* Railroad crossing permit
- \* Water crossing permit
- \* Right-of-Way permit
- \* Private property access rights

**Pre-payment confirmation - please note in SPANS and submit either of the following**

- \* Copy of confirmation page if paid online
- \* A note indicating that a check was mailed

Note 1 We will review the submitted Proof of Entry documents based on the sketch provided. The proposal will be rejected if it is found during the engineering review that additional proof of entry is required.

Note 2 These calculations may be done on the existing or if the proposed attachment is on the top or bottom these calculations should be done for the proposed line.