

Technical Circular T-7/99
May 20, 1999

To: See Attached List

SUBJECT:

Wireless Communications Sites

PURPOSE:

Provide direction on Ministry policy and procedures regarding approvals for the construction, operation and maintenance of wireless communications sites on highway right-of-way.

DISCUSSION

The Ministry has approved the location and operation of wireless communications sites on highway right-of-way. A wireless communications facility is defined as any configuration of equipment installed, maintained and operated at a site for the purpose of providing wireless communications services.

The Ministry has initiated a new two part approval process for installation and operation of wireless communications sites. First, a wireless communications company is required to negotiate a master use agreement with the Ministry before they are permitted to develop sites. This one time agreement provides general approval and outlines the terms and conditions for the use of highway right-of-way. Only those wireless companies that have a signed master agreement will be permitted to develop wireless communications sites on highway right-of-way.

Approval for specific sites remains the responsibility of the District Highways Manager. Approval is by way of a Site Permit H1026 "Permission to Install, Operate and Maintain Utility Works on Right-of-Way Lands". The permit is to be used in conjunction with the Master Agreement. Permit Form H1026 is in an electronic format only and is found on the Public Drive at [FS Public@HQA@TH/FOI/Eforms/H1026.DOT](mailto:Public@HQA@TH/FOI/Eforms/H1026.DOT). The Site Permit provides sections for site specific terms and conditions of use.


The Ministry has also initiated a Site Fee for Wireless Communications Sites. The Site Fee is contained in Appendix One of the Master Use Agreement. The Site Permit is formatted to provide accurate billing information. Copies of the signed Permit are to be forwarded to the Director, Construction and Maintenance Branch for invoicing and collection of the annual fee.

The Director, Construction and Maintenance Branch is responsible for the policy and procedures for wireless communications sites including negotiation and/re-negotiation of master use agreements, invoicing and collection of fees on behalf of the Ministry.


Policy and procedures for Wireless Communications are contained in Chapter 14 Wireless Communications of the Ministry's Utility Policy Manual. A copy of the standard Wireless Agreement Template can also be found in the Appendix of the Manual.

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