

POLICY TITLE:

Non-Utility Pole Attachments

OWNER:
Electric Distribution Manager

ADOPTED:
01/01/2024

NEXT REVIEW:
01/01/2029

PURPOSE:

To establish a procedure for permitting of private, non-utility pole attachments to utility poles.

POLICY:

This policy applies to poles owned and/or maintained by the Manitowoc Public Utilities. The objectives of this policy are to ensure public safety, the longevity of utility infrastructure, and compliance with Municipal Ordinance.

1. Manitowoc Public Utilities ("MPU") only permits those non-utility attachments which support municipal or government notices, signage, and city-authorized ornamentation. Any request to attach one or more non-utility items of any type of material to poles that are owned and/or maintained by MPU must first be approved by the City of Manitowoc and comply with Manitowoc City Ordinance 14.510. A request must be subsequently reviewed, approved and authorized by MPU before any pole attachment is allowed.
2. All requests to attach non-utility items to poles shall be made by an existing retail electric customer of MPU and shall be completed in a manner as established by MPU from time to time, including, without limitation, the completion of an information sheet which shall provide the identification of the requesting party, the contact information of the individuals responsible for attaching and removing such items from the pole, the nature of the items requested to be attached to one or more poles, a schedule as to when such items will be attached to and removed from such poles, and the proposed methods of attachment and removal.
3. MPU may undertake, or may require any requesting person or entity to undertake, an analysis to ensure that such items to be attached to a pole will be attached and removed from the pole in a manner that will not cause damage to the pole, will not affect the engineering components of the poles or the utilities attached thereto, and will not

otherwise interfere with the use and/or safety of the pole or the surrounding area. The cost of such analysis by MPU shall be paid by the requester on a time and materials basis.

4. MPU reserves the right to prohibit the attachment of any item to any of its poles if MPU determines that attaching and/or removing such items may cause damage to, interfere with the use of, or otherwise be a safety hazard to such poles or the surrounding areas, or for any other reason as determined in MPU's reasonable discretion. MPU may impose such obligations, including, without limitation, requiring a security deposit to ensure compliance with requirements established by MPU. If any such items are not adequately removed by the date approved by MPU, MPU shall remove such items and the responsible person/entity shall be responsible for all of MPU's costs and expenses relating thereto, including, without limitation, employee time. MPU shall not be responsible for any damage or destruction to any items while attached or when removed from its poles
5. MPU shall assess a fee for private attachments and such fee shall be as established from time to time. MPU does not, however, charge for attachments requested by the City.
6. When permitted, private attachments are allowed for up to 30 calendar days.
7. Any requesting party shall release, indemnify and hold MPU and the City of Manitowoc harmless for any and all damages, claims, expenses, injuries (including death), costs, fees, charges or other loss or out of pocket damage that may result from MPU granting any request as contemplated herein, and MPU may require the execution of a formal document effectuating such release, indemnification and hold harmless agreement.

DEFINITIONS / REFERENCES:

- City of Manitowoc Ordinance, Chapter 14.510 "Posting on Poles - Exceptions - Penalty"