

# Pole top wireless photo guidelines

When submitting site photos with your step 1 form, the following requirements must be met.

1. All photos must be provided in digital format (JPEG).
2. Each photo file shall be titled in accordance with the following naming convention:
  - Photo#–PoleID#–DirectionFacing, ex. P2–1234567–North.
3. Site photo packages shall be submitted in .ZIP format and not exceed a 10MB file size limit.
4. Wherever possible, each set of site photos shall include views from the following orientations:
  - Behind the pole, looking ahead span.
  - In front of the pole, looking back span.
  - Front facing elevation of the pole.
  - Back facing elevation of the pole.
  - Close-up photo of existing pole ID tag.
5. If geographical or access constraints prevent taking the standard set of site photos, all efforts shall be made to obtain a set of photos which at minimum provide a full 360° view of existing equipment on the pole.
6. Each site photo shall include a full view of the pole from ground to pole tip.
7. All existing BC Hydro, TELUS or 3rd party equipment on the pole shall be clearly captured in at least one photo of the structure.
8. All existing telecom equipment below the secondary level of the pole shall be clearly identified, including the equipment owner.
9. All photos shall be taken during daytime conditions and in adequate lighting and weather conditions to ensure detailed structure features can be identified.
10. All photos shall be clear and generally free of motion blurriness, lack of focus, lens obstruction, sun glare or discoloration.
11. The standard photo set orientations shall include local background landmarks for ease of site identification. Landmarks could include, but are not limited to: street signage, business signage, parks, natural landmarks, existing distribution or transmission electrical infrastructure or significant geographical and/or access features.
12. All photos shall be taken using a device which tags the photography with geo-referencing data and time stamping of the date and local time at which the photo was taken.
13. All photos must be dated within 30 days of the date of step 1 application submission to BC Hydro.