



FOR OFFICE USE ONLY	
CASE NO.	_____
DATE SUBMITTED	_____

**Wireless Telecommunications Facilities  
SITE PLAN REVIEW APPLICATION**

**Minimum Requirements**

- \_\_\_\_\_ \$200 Site Plan Review Fee (includes 3 staff reviews).
- \_\_\_\_\_ \$200 Development Permit Application Fee if applicable.
- \_\_\_\_\_ \$600 Public Infrastructure Inspection Fee if applicable. (This fee is payable if construction of a public waterline, sewerline, sidewalk, street or drainage facilities is involved.)
- \_\_\_\_\_ Eleven (11) copies of site plan that meet requirements for WTF's as described in Section 6.3.Q of the Unified Development Ordinance and includes requirements for site plan proposals as listed on the attached sheet. This site plan will go to City Staff for review.
- \_\_\_\_\_ Detailed explanation of proposed use including the location, type, and height of the proposed facility, anticipated traffic, number of employees, etc.
- \_\_\_\_\_ Additional requirements listed on following page.

**Date of Preapplication Conference:** \_\_\_\_\_

**TYPE OF FACILITY**

- |  |                     |                   |
|--|---------------------|-------------------|
| <input type="checkbox"/> Transmission Tower              | height: _____ ft.   |                   |
| <input type="checkbox"/> Parabolic (dish) antenna        | diameter: _____ m.  |                   |
| <input type="checkbox"/> Omni-directional (whip) antenna | diameter: _____ in. | height: _____ ft. |
| <input type="checkbox"/> Directional (panel) antenna     | length: _____ m.    |                   |

NAME OF PROJECT \_\_\_\_\_

ADDRESS \_\_\_\_\_

LEGAL DESCRIPTION \_\_\_\_\_

**LOCATION OF WTF**

- ☐ Attached to existing transmission tower \_\_\_\_\_
- ☐ Attached to building or other structure: \_\_\_\_\_
- ☐ Built on ground

APPLICANT (Primary Contact for the Project):

Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

PROPERTY OWNER'S INFORMATION:

Name \_\_\_\_\_  
Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
E-Mail Address \_\_\_\_\_  
Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

ARCHITECT OR ENGINEER'S INFORMATION:

Name \_\_\_\_\_  
Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
E-Mail Address \_\_\_\_\_  
Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

OTHER CONTACTS (Please specify type of contact, i.e. project manager, potential buyer, local contact, etc.)

Name \_\_\_\_\_  
Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
E-Mail Address \_\_\_\_\_  
Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

PRESENT USE OF PROPERTY \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CURRENT ZONING OF PROPERTY \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I verify that all of the information contained in this application is true and correct.

\_\_\_\_\_  
Signature of Owner, Agent or Applicant

\_\_\_\_\_  
Date

**Applications for Administrative Approval of WTFs must include:**

- \_\_\_\_\_ An inventory of the applicant's existing and future towers that area wither within the City, the City's ETJ, or within at least 1 mile of the City's boundary where the ETJ does not extend that far, as outlined in 6.3.Q.8.b Application Procedures. The owner must have on file with the City a master list of all existing tower structures owned or controlled by the owner.
- \_\_\_\_\_ The linear separation distance from other transmission towers within a one-mile radius of the proposed tower site. The linear separation distance form all residentially-zoned properties, residential structures and applicable thoroughfares as outlined in Section 6.3.Q.4.b, Proximity to Major Thoroughfares, within 500 feet of the proposed tower.
- \_\_\_\_\_ A visual impact analysis, presented either as color photo simulations, showing the proposed site of the WTF, as outlined in Section 6.3.Q.8.e Application Procedures.
- \_\_\_\_\_ Affidavit confirming compliance with FAA regulations, FCC regulations and regulations of any other agency of the Federal Government with the authority to regulate telecommunication facilities.
- \_\_\_\_\_ Grid Plan (propagation map) of the service area for existing and future structures for a period of not less than 5 years. The submission should include a map showing the "search ring" that was required for siting the proposed facility.
- \_\_\_\_\_ A letter addressed to the City declaring an intent and willingness to construct a proposed tower that would allow additional service providers to locate on the tower.
- \_\_\_\_\_ Documentation of need and alternatives according to Section 6.3.Q.10 Documentation of Need and Alternatives.