

JACKSON COUNTY
WIRELESS TELECOMMUNICATIONS FACILITY APPLICATION

Fees: Type 1 Review (Staff Approval) \$2,500.00
Type 2 Review (Board Approval) \$5,000.00

Date Received _____

(For determination of Type 1 or Type 2 Development, refer to Jackson County Code Section 74-161)

Applicant/Company Name: _____

Address: _____ City: _____

State: _____ Zip: _____ Contact Number: _____

Contact Person: _____

Site Location: _____ City: _____

Fee Paid: Yes No Initial _____ Amount Paid: \$ _____ Receipt Number: _____

(Non-Refundable Development Order/Permit cost for wireless structures shall be paid upon submission of the application.)

The following attachments shall be submitted for each application:

1. For Building Permit Review Only of Antenna Placements: **Submitted Items Check List**
 - A. Certification of the structural ability of the structure to accept the placement of the Antenna; _____
 - B. Proof of compliance with pre-existing drainage approvals; _____
 - C. Written or graphic demonstration of compliance with all applicable approved conditions or restriction for Antennas placed on the structure. _____

2. Applications for a Type 1 Development Order (per Section 74-95(1) of the Jackson County Code):
In addition to the development plan submission requirements indicated in Section 74-101 of the Jackson County Code, applications for Wireless Telecommunications Facilities that are subject to Type 1 Development Order reviews shall include:

For all applications:
 - A. Written confirmation of the involvement of a licensed Provider in the application through the Provider's status as applicant, co-applicant or as signed leasee to place the proposed Antennas. _____
 - B. A copy of the FCC license applicable for the Provider. _____
For Antenna placements:
 - A. A description and drawing indicating the size and design of the proposed Antenna and the proposed Equipment Shelter/Cabinet; _____
 - B. Drawings, including elevations, depicting the Antenna, Equipment Shelter/Cabinet and Accessory Facilities on the Telecommunication site and, if applicable, the type, locations and dimensions of all proposed and existing landscaping, and fencing; _____
 - C. For Antenna placements where the Equipment Shelter/Cabinet will be _____

located on the ground, drainage calculations demonstrating compliance with Section 74-103 of the Jackson County Code. _____

For Special Situation Equipment Shelters/Cabinets:

- A. Drawings, including elevations, depicting the Equipment Shelter/Cabinet and, if applicable, the type, locations and dimensions of all proposed and existing landscaping, and fencing: _____
- B. Drainage calculations demonstrating compliance with Section 74-103 of the Jackson County Code. _____

For Replacement Structures and Replacement Towers:

- A. A description and drawing, including elevations, indicating the type and extent of the proposed modification or replacement and the location of the modified/replacement structure or tower relative to the existing location and applicable setback requirements for the structure in the applicable zone. _____
- B. For Replacement Towers, the type of the existing tower and the type of replacement tower. _____

For All Towers/ Facilities:

Note: This applies to all New Towers/ Facilities: Applicant(s) must provide to the Community Development office proof that surrounding property owners have been notified by certified mail, (copy of letter included) of the intent to construct a new telecommunications tower/ facility in the following manner:

Type 1 Development Order: The applicant(s) shall mail the following within three business days issuance of the written development order approving the application, to property owner(s) within 300 feet of the base of the Telecommunication Tower/ Facility: (1) written notices of the request, (2) the County's action on the request, (3) and the public's right to appeal the County's action and (4) Community Developments contact information.

Type 2 Development Order: The applicant(s) shall mail the following no later than fourteen calendar days before the planning commission review of the application, to property owner(s) within 300 feet of the base of the Telecommunication Tower/ Facility: (1) written notices of the request and (2) public hearing dates, meeting location and times scheduled for the review of the request.

- A. A detailed explanation of why a location in the Search Ring of a higher priority was not selected. _____
- B. A copy of the applicable Provider's Search Ring, to show that there is no existing structure on which the proposed Antennas could be reasonably placed. _____
- C. For a tower proposed to provide Broadcast Services, a copy of the FCC broadcast license tower location area shall be substituted for the Search Ring. _____
- D. The location (by latitude and longitude coordinates) and height of any structure in the Search Ring and within one-half mile of the outer edge of the certified Search Ring that is 75 percent, or greater, of the proposed Tower height. _____
 - 1. If there are any such structures, a written explanation by the Provider's radio frequency engineer as to whether each structure will or will not meet the Provider's radio frequency design criteria in substantially the same

- manner as the proposed Tower; and
- 2. For those structures that will substantially meet the design criteria, the Applicant shall submit a written report demonstrating efforts made to place the proposed Antennas on any such structure and the results or status of such efforts.
- E. The applicant shall provide written explanation from the applicable Provider's radio frequency engineer explaining and justifying the need for the proposed height of the Tower to meet the Provider's design criteria.
- F. A letter of intent committing the owner of the proposed new Tower, and any successors in interest, to negotiate in good faith for shared use of the proposed Tower by other Providers in the future.
- G. Minimum of 3 antenna sites?
- H. The basis for the calculations of the tower's capacity to accommodate multiple users.

For Camouflaged Tower: In addition to the materials required for all Towers, the applicant shall provide:

- A. A description and drawing indicating the size and general design of the proposed camouflaged tower and the camouflaging technique for the Antennas proposed to be located on the Tower (including whether the antennas will be internal or external);
- B. A graphic depiction (artist rendering, photograph of the proposed type of camouflaged tower, photo-simulation of the proposed camouflaged tower on the site, or other such descriptive depiction) that clearly demonstrates the proposed camouflage technique.
- C. A narrative describing the appropriateness of the camouflaging technique chosen relative to the area in which it will be located.
- D. Drawings, including elevations, depicting the proposed camouflaged tower relative to other structures on the subject parcel and adjacent parcels.
- E. The location, maximum size and design of the Equipment Shelter/Cabinets and the fenced or structural enclosure in which they are to be located;
- F. If applicable, the type, locations and dimensions of all proposed and existing landscaping, and fencing;

For Monopole Telecommunications Towers: In addition to the materials required for all Towers, the applicant shall provide:

- A. A description and drawing indicating the height and general design of the proposed Telecommunications Tower and the general type of Antennas proposed to be located on the Tower (including whether the antennas will be typical Antennas, close mount Antennas or Camouflaged Antennas).
- B. Drawings, including elevations, depicting the proposed monopole Telecommunication Tower relative to other structures on the subject parcel and adjacent parcels, setbacks from the property boundaries and the location of nearest residential structure;
- C. The location, maximum size and design of the Equipment Shelter/Cabinets and the fenced or structural enclosure in which they are to be located;
- D. The type, locations and dimensions of all proposed and existing landscaping, and fencing;
- E. The basis for the calculations of the Telecommunication Tower's capacity to accommodate multiple users.

3. Applications for a Type 2 Development Order (per Section 74-95(2) of the Jackson County Code): Type 2 Applications shall also include the materials required in a Type 1 Application, as well as the following materials:

Antenna Placements:

- A. A written explanation of why the Antenna placement cannot be reviewed as a Type (1) Development Order and the evidence that justifies the Type (2) request. _____

Towers:

- A. A written explanation of why the Tower cannot be reviewed as a Type (1) Development Order and the evidence that justifies the Type (2) request. _____
- B. Photo-simulations of the proposed Tower on the site (for camouflaged towers, this is in lieu of the graphic depiction required in Subsection 10.(3)f.2), based on a minimum of four photographs taken from points in residential areas and public streets within one-half mile of the proposed tower location where the proposed tower will be most visible. _____
- C. For towers that are required to be lighted by applicable FAA requirements or the Applicant chooses to light the tower, a detailed lighting plan, including but not limited to, the type of lighting proposed, and FAA lighting requirements applicable to the Tower. _____
- D. A Visual Impact Assessment, which shall include: an assessment of the visual impact of the Tower and Antenna from abutting and adjacent properties and streets, drawings, including elevations, depicting the proposed Telecommunication Tower relative to other structures on the subject parcel and adjacent parcels, setbacks from the property boundaries and the location of nearest residential structure. _____
- E. A depiction or description, in writing and/or by drawing, of how the proposed Telecommunication Tower base and all related facilities and structures shall be effectively screened from view, including, as applicable, the type, locations and dimensions of all proposed and existing landscaping, and fencing. _____
- F. \$10,000.00 Surety Bond (Section 19) included. _____

For Towers other than Camouflaged and Monopole Towers:

- A. A description and drawing indicating the height and general design of the proposed Telecommunications Tower and the general type of Antennas proposed to be located on the Tower (including whether the antennas will be typical antennas, close mount antennas or camouflaged antennas). _____
- B. The location, maximum size and design of the Equipment Shelter/Cabinets and the fenced or structural enclosure in which they are to be located; _____
- C. The basis for the calculations of the Telecommunications Tower's capacity to accommodate multiple users. _____

For further clarification/understanding please refer to Sections 74-95, 74-96, 74-97, 74-98 and 74-100 of the Jackson County Code.