

# APPLICATION FOR TRACK III CONVENTIONAL TOWER

This application must be **typed or printed in black ink** and submitted with **seven (7) copies**, with all required attachments, to:

**Planning and Development Department  
Wireless Communications Coordinator  
Florida Theatre Building, 7<sup>th</sup> Floor  
128 East Forsyth Street  
Jacksonville, Florida 32202**

Application No. **CTW-**

Set for balloon test: Week of

Set for LUZ:

FOR INFORMATION REGARDING THIS FORM, CALL: **(904) 630-1900**

## FOR OFFICIAL USE ONLY

1. Date Submitted:	2. Current Zoning District(s):	3. Future Land Use Map Category (FLUMs)	4. Applicable Section of Ordinance Code:  Section 656.1507
Amount of Fee <u>\$1000.00</u>		Council District _____	Planning District _____
		Zoning Panel No. _____	

## TO BE COMPLETED BY APPLICANT

5. Complete Property Address: _____  _____  Real Estate Number: _____  Lat / Long: _____	6. Between Streets _____  And _____
7. Current Property Use:	
8. Tower Owner:     In whose name will the application be granted?  _____	9. Tower Height:     10. Height of antenna(s) to be located on tower at time of application:

## NOTICE TO OWNER/AGENT

**Section 656.1507:** Within thirty working days of notification from the Coordinator that the application is complete, the application shall be assigned a legislative bill number and scheduled for a public hearing before the appropriate committee of reference of the City Council. The Committee shall recommend shall approve, deny or conditionally approve an application to the full body of City Council.

**For questions not applicable to this application, type or print NA underneath question.**

1. Is the proposed conventional wireless communication tower to be located in a zoning district or land use category located outside the Urban/Suburban Area Boundary that does not allow for residential uses?

**If the answer to the above question is "NO", a conventional tower can not be located at the requested location per S.656.1507(a).**

2. Is the requested vertical tower height, including any antenna or other appurtenances, less than 199 feet in height, as measured from ground level of the tower?

**Any conventional tower proposed to be greater than 199 feet in height, must seek a variance from the TRC per S.656.1509(b).**

3. Does the proposed tower meet or exceed setback requirements from residential properties as mandated by S.656.1507(a)(3)?

**Any conventional tower proposed not meeting setback requirements, must seek a waiver from the TRC per S.656.1509(b).**

4. Does the distance of the tower from environmentally sensitive lands, historic districts, historic landmarks, neighborhood conservation districts, public parks and transportation view corridors meet or exceed those mandated for conventional tower designs by S.656.1507(a)(3)?

**Any conventional tower proposed not meeting setback requirements, must seek a waiver from the TRC per S.656.1509(b).**

5. Does the tower meet the minimum separation requirements as mandated by S.656.1507(a)(4)?

**Any conventional tower proposed not meeting setback requirements, must seek a waiver from the TRC per S.656.1509(b).**

6. Is the tower designed to accommodate the requisite number of co-locaters relative to tower height as mandated by S.656.1507(a)(5)?

**Any conventional tower proposed not meeting setback requirements, must seek a waiver from the TRC per S.656.1509(b).**

**Pursuant to Section 656.1507(d), An application for a Conventional Wireless Tower permit shall be granted only if the Council finds, from a preponderance of the record evidence, that the proposed tower meets the following standards and criteria:**

1. The proposed tower shall be consistent with the Comprehensive Plan, including any subsequent plan adopted by the Council thereto;
2. The proposed tower shall comply with both the siting and design standards for conventional wireless towers and the performance standards for all wireless communication towers;
3. The proposed tower site shall be sufficiently accessible to permit entry onto the property by fire, police, rescue and other services;
4. The height of the proposed tower shall be deemed necessary to provide the wireless provider's designed service;
5. The absence of any existing or proposed towers, buildings or other structures that could provide technologically and structurally suitable space for co-location on community reasonable terms;
6. The proposed tower shall be compatible with the existing contiguous uses or zoning and compatible with the general character and aesthetics of the surrounding neighborhood or the area, considering:
  - (i) The design and height of the communication tower;
  - (ii) The potential adverse impact upon any environmentally sensitive lands, historic districts or historic landmarks, public parks or transportations view corridors; and
  - (iii) The mitigating effect of any existing or proposed landscaping, fencing or other structures in the area, as well as the proximity of the communications tower to existing or proposed buildings or structures.

**Please review your application. All spaces noted as "TO BE COMPLETED BY APPLICANT" must be filled in for the application to be accepted.**

No application will be accepted as "Complete and filed" until all the requested information has been supplied and the required fee has been paid. The acceptance of an application as being complete does not guarantee its approval by the Land Development Committee of the Planning Commission. You (or your agent) must be present at the hearing.

The required signs must be posted on the property within five (5) working days after the filing of this application. The sign(s) must remain posted and maintained until a final determination has been made on the application.

Also, an agent's letter of authorization must be attached if the application is not signed by the owner of record and also if someone attends the meeting on the applicant's behalf without prior authorization.

### FILING FEES

All Districts Base Fee:	\$1000.00
Notification Costs Per Addressee _____ Notifications @ \$7.00 each:	_____
Total Cost:	_____
Advertising Costs to be Billed to Owner / Agent	

When your **completed** application is submitted to the Wireless Communication Coordinator, a list of property owners (addressee) within 350 feet radius of the property will be prepared by the Department.

**I HEREBY CERTIFY THAT I HAVE READ AND UNDERSTAND** the information contained in this application, that I am the owner or authorized agent for the owner with authority to make this application, and that all of the information contained in this application, including the attachments, is true and correct to the best of my knowledge.

**PLEASE PRINT:**

Name and address of Owner(s)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Telephone \_\_\_\_\_

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

Name and address of Authorized Agent(s)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Telephone \_\_\_\_\_

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

\_\_\_\_\_  
SIGNATURE OF OWNER(S)

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED AGENT(S)

**The Agent's letter of authorization must be attached if application is not signed by the owner of record.**

## INSTRUCTIONS

**Submittal Information:** Applications to construct a Wireless Communication Tower shall contain the following information:

1. The identity of the owner(s) of the proposed tower and the land on which the tower is to be located. Applications for a Conventional Wireless Tower (Track III) shall also identify the Wireless Communication Service Provider(s) that have committed to locating on the proposed tower, as provided in Section 656.1508 (b)(16);
2. The location of the proposed tower, including street address and parcel real estate number, as well as longitude and latitude coordinates;
3. A current zoning map showing the location of the proposed tower;
4. A legal description of the parent tract and Tower Site (if applicable);
5. A description of the communications service(s) provided by any Wireless Communication Service Providers identified as actual or potential users of the proposed tower;
6. A scaled site plan clearly indicating the tower size, type and height, the location of any accessory buildings, on-site land uses and zoning, adjacent land uses and zoning, adjacent roadways, proposed means of access, distances from property lines, elevation drawings of the proposed tower, and any other proposed structures;
7. Distance between the proposed tower and the nearest residentially zoned lands;
8. Distance between the proposed tower and the nearest boundary of any public park or Environmentally Sensitive Lands located within two miles of the proposed tower;
9. A landscape plan showing specific landscape materials;
10. The method of fencing, finished color and, if applicable, the method of aesthetic mitigation and illumination;
11. A map depicting (a) all existing Wireless Communication Towers within a one-half mile radius of the proposed tower, (b) all proposed Wireless Communication Towers within a one-half mile radius of the proposed tower that are currently in the permitting process, and (c) all structures in excess of eighty feet that could reasonably support a wireless communication antenna and are located within the search ring of the proposed tower;
12. If the applicant is not co-locating on the proposed communication tower of another Wireless Communication Service Provider or other structure, written evidence that there is no technologically and structurally suitable space available on commercially reasonable terms on an existing or proposed tower or structure within the Search Ring;
13. Details of all proposed antennas and mounting equipment, including size and color;
14. A design drawing including cross section and elevation of the proposed tower. A description of the tower's capacity, including the number and type of antennas it can accommodate as well as the proposed location of all mounting positions for co-located antennas and the minimum separation distances between antennas;
15. Certified statement from a licensed professional engineer attesting to the structural integrity of the tower and its ability to accommodate additional antennas;

16. A propagation map depicting both the extent of the communication provider's existing coverage within the subject area and the service area of the proposed tower;
17. A photographic simulation of the proposed tower site in order to help the approving authority ascertain the visual impacts associated with such proposal. Where the tower does not meet the minimum setback limitations set forth in this Subpart A, the applicant shall provide a view-shed analysis showing various angles from which the tower would be visible from the nearest boundary of said lands;
18. A Wireless Communication Network Plan for each service provider committed to locating on the tower, which plan shall include:
  - (i) The locations of all the provider's existing Wireless Communication Towers within the City of Jacksonville that have not previously been filed with the Coordinator, including the tower type and height, the number of co-location positions designated, occupied or vacant (along with the identity of the Wireless Communication Service Provider(s) and the respective heights of the co-location sites), the longitude and latitude coordinates of each Tower Site and real estate number prescribed by the Property Appraiser for the land on which the towers are located. Where the tower applicant is not a licensed Wireless Communication Service Provider, the applicant shall identify the locations of all other towers that it owns within the City, along with the site-specific information set forth above;
  - (ii) The locations of all the provider's existing wireless communication antennas within the City of Jacksonville that have not been previously filed with the Coordinator (other than those located on towers owned by the provider), including a description of the type of structure on which the antennas are located, the height at which the antennas are located, the identity of the owner of the structure and the real estate parcel number of the land on which the structure is located;
  - (iii) The structural ability of the provider's Wireless Communication Towers, or those on which the provider has either existing antennas or proposed antennas in the permitting process, to support additional antennas.
19. Any additional information deemed necessary by the Department to complete its review of the application.