

APPLICATION FOR SIDE MOUNT / ROOF MOUNT ANTENNAS

This application must be **typed or printed in black ink** and submitted with **four (4) copies**, with all required attachments, to:

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

Application No. _____
Roof Mount _____ OR Side Mount _____
Set for PC: _____

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 656.1510 (c)
Amount of Fee <u>\$200.00</u>	Council District _____	Planning District _____	Zoning Panel No. _____

TO BE COMPLETED BY APPLICANT

<p>5. Complete Property Address: _____ _____</p> <p>Real Estate Number: _____</p> <p>Lat / Long: _____</p>	<p>6. Between Streets _____</p> <p>And _____</p>
<p>7. Current Property Use:</p> 	
<p>8. Tower Owner:</p> <p>In whose name will the application be granted? _____</p>	<p>9. If side mount antennas, list number of antennas in total AND number of antenna on each side of building.</p> <p>Total number of individual antennas: _____</p> <p>North: _____</p> <p>South: _____</p> <p>East: _____</p> <p>West: _____</p>

NOTICE TO OWNER/AGENT

Section 656.1509: Within ten working days of receipt of an application, the Coordinator shall determine if the application form has been fully completed and all required items submitted.

Section 656.1509(b): Within seven working days of notification from the Coordinator that the application is complete, an application for a side mount or roof top antenna shall be scheduled for review before the next meeting of the Jacksonville Planning Commission. The Commission shall approve, deny or conditionally approve an application for a wireless communication antenna based upon its compliance with the applicable siting and design standards, as follows:

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

1. Is the antenna type of the stealth or camouflaged design as determined by the TRC? (Per Section 656.1508(c))

2A. If stealth or camouflage design, does the antenna extend greater than 25 feet above the roofline?

2B. If not of stealth or camouflage design does the antenna extend greater than ten feet above the roofline?

OR

3A. If side mount antennas, do they extend greater than 20 inches from the face of the structure?

3B. If side mount antennas, are they designed and placed so as to be architecturally and aesthetically compatible with the structure?

4. Is the antenna to be placed on a Historic Landmark, within a Historic District or within a Neighborhood Conservation District?

If the antenna is to be placed on a Historic Landmark, within a Historic District or within a Neighborhood Conservation District, the application will not be processed until such time as the applicant has received written interpretation from the Director of the Planning and Development Department that the proposed antenna is compatible with the character defining features of the Historic or Neighborhood Conservation District or landmark.

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.

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.

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 and address of Authorized Agent(s)

Name: _____

Name: _____

Address: _____

Address: _____

City: _____ State: _____ Zip: _____

City: _____ State: _____ Zip: _____

Daytime Telephone _____

Daytime Telephone _____

Fax Number _____

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 for Side Mount / Roof Mount Antenna shall contain the following information:

1. The identity of the wireless communication service provider, as well as the owner(s) of the structure and the owners(s) of the land upon which the antenna will be located;
2. Written legal description of the site and a boundary / improvements survey;
3. A description of the communications service(s) that the applicant offers or provides;
4. A scaled site plan clearly indicating the antenna size, type and height, and the location of any accessory buildings. Site plan should be on 11" x 17" paper or larger;
5. A landscape plan showing specific landscape materials for accessory equipment located at ground level. Landscape plan should be on 11" x 17" paper or larger;
6. The method of fencing, finished color and, if applicable, the method of aesthetic mitigation and illumination;
7. 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.