

TIER THREE CHECKLIST FOR WIRELESS FACILITIES

DOCUMENTS TO BE SUBMITTED WITH APPLICATION AND LABELED BY LAND DEVELOPMENT CODE SECTION NUMBER

(SUBMIT ONE ORIGINAL AND ONE ELECTRONIC VERSION OF THE ENTIRE APPLICATION AND MATERIALS)

- _____ 1. (Section 402.3) Completed application form for Conditional Use and fee (in the name of the current property owner with address). Co-applicant must be the carrier.
- _____ 2. **Two signed and sealed legal descriptions and sketches of the parent tract, including the leased parcel (by registered land surveyor) and including wetland (if any) delineation and acreage to be supplied at time of application. An up-to-date signed and sealed boundary survey of the approved property, which must show all improvements and encumbrances which were existing at the time of this conditional use plus all that are required as a result of this conditional use, shall be supplied within 90 days of Board of County Commissioners action and prior to the execution of the resolution.**
- _____ 3. Copy of Warranty Deed.
- _____ 4. Copy of Last Year's Tax Bill.
- _____ 5. Notarized Agent of Record (if applicable).
- _____ 6. (Section 1002.9.A.1) Notarized affidavit from the communication provider who is to be the applicant or co-applicant for the application, authorizing the application and identifying any appointed agents.
- _____ 7. Description of request.
- _____ 8. (Section 1002.8.C) Development Standards
 - _____ 1. Required Collocation Design
 - _____ a. Towers 100 or less – 1 communications provider
 - _____ b. Towers between 101 and 150 feet in overall height shall be designed for at least two (2) different communications providers.
 - _____ c. Towers between 151 and 180 feet in overall height shall be designed for at least three (3) different communications providers.
 - _____ d. Towers greater than 180 feet in overall height shall be designed for at least four (4) different communications providers.
 - _____ 2. Screening and Landscaping

Landscaping around the WF shall be consistent with the landscaping buffering and screening requirements of the LDC Section 905.2 with the WF site being treated as commercial districts/uses. (See Table 905.2-D) for buffer requirements by zoning classification.

 - _____ a. If the landscaping/screening area is in the lease area or otherwise controlled by the tower or property owner, the easement or separate tract requirement of Section 905.2 shall not apply.
 - _____ b. The required landscaping/screening shall be placed around the exterior of the wireless facility site fence.
 - _____ c. Where the required buffer width exceeds ten (10) feet, the required landscaping/screening may be placed in the ten (10) feet closest to the wireless facility site fence, and the balance of the buffer width shall be treated as a setback and may contain the uses allowed on the remainder of the parcel.
 - _____ 3. Parking and Access
 - _____ a. An area sufficient for temporary off-street parking for one (1) vehicle shall be provided.

b. A twelve (12) foot wide stabilized access driveway and a “T” or “L” turnaround area are acceptable, unless staff determines, based on public safety concerns that circumstances require paved access.

c. Access easement shall be a minimum of twenty (20) feet in width.

4. Lighting

A tower shall not be artificially lit, except as may be required by the Federal Communications Commission (FCC), Federal Aviation Administration (FAA) or other applicable authority. If such lighting is required it shall be installed to minimize impacts on adjacent properties. “Dual lighting” (red at night/strobe during day) shall be utilized unless otherwise recommended by FAA guidelines.

5. Setbacks

a. All new towers shall comply with zoning district setbacks for a primary structure (unless otherwise provided in this code)

b. All equipment on the tower site shall comply with the zoning district setbacks for an accessory structure.

9. (Section 1002.9.A.2) A copy of the applicable FCC license or authorization of the communications provider.

10. Sections 1002.8.B.1 and 1002.9.C) Demonstration of No Collocation Opportunities

A new tower shall not be approved unless the applicant can demonstrate that no approved, but unbuilt towers within 1,500 feet of the proposed tower, and no existing towers or other structures within the communications provider applicant’s/co-applicant’s search ring are reasonably available for the communications provider’s antennas to provide the communications provider’s designed service. Factors to be considered by the County in the determination include one (1) or more of the following:

1. The proposed antennas would exceed structural capacity of the tower/structure, and it cannot be reinforced to accommodate the proposed antennas at a reasonable cost;

2. The unbuilt tower or existing tower/structure does not have sufficient space for the proposed antennas so as to provide the communications provider’s designated service and cannot be reapproved or replaced at a reasonable cost;

3. The height of the available space on the unbuilt tower or existing tower/structure is not sufficiently tall to provide the communications provider’s designated service and cannot be reapproved or replaced to provide the required height at a reasonable cost;

4. The tower’s/structure’s owner or property owner will not consent to the use of the structure or property at a reasonable cost;

5. The proposed antenna would cause RF interference which cannot be prevented at a reasonable cost;

6. The unbuilt tower or existing tower/structure site does not have sufficient space for the equipment needed to operate the wireless facility and additional space cannot be secured at a reasonable cost; or

7. Other reasons that make it impractical to place the proposed antenna on the unbuilt tower or existing tower/structure.

11. (Section 1002.9) To demonstrate there are no collocation opportunities, as provided in this code, the communications provider applicant/co-applicant shall provide the following:

1. Communications provider’s search ring.

2. Inventory of all existing towers or structures within the search ring that are at least seventy-five (75) percent of the height of the tower requested in the application

3. An explanation of why the inventoried existing towers or structures cannot be used for the placement of the communications provider’s antennas/equipment, in accordance with the provisions of this Code.

12. (Section 1002.9.A.3) Sufficient materials, plans, graphics, narratives or expert statements) to demonstrate applicable compliance with applicable requirements of this section.

- _____ a. Location of the subject property (parent tract including lease parcel), including the name of the nearest road(s) and street address, if any.
- _____ b. Parcel identification number, legal description, geographic coordinates (NAD 83 or WGS 84), total acreage, and on-site plan.
- _____ c. A current copy of a Property Appraiser aerial delineating the subject property (parent tract including lease parcel) and the proposed WF location .
- _____ d. Letter from the Federal Aviation Administration indicating approval, proposed approval, or no objection.
- _____ e. Letter from the Florida Department of Transportation's Aviation Office indicating approval, proposed approval, or no objection.
- _____ f. The entire subject property (parent tract including lease parcel), fully dimensioned, property lines, setbacks (zoning setbacks from the property line to the compound fence will apply), on-site existing land use and zoning, existing adjacent land uses and distance (from lease area) and zoning (including when adjacent to other municipalities); future comprehensive plan designation; roads (public and private) on or adjacent to the subject property (parent tract including lease parcel); applicable clear zones; and easements proposed to serve the WF.
- _____ g. Outline and dimensions of all existing buildings, including purpose; e.g., residential buildings, garages, accessory structures, etc., on the subject property (parent tract including lease parcel) and adjacent properties. Distances, at grade, from the proposed WF to each existing and proposed building shall be shown on the site plan.
- _____ h. For new telecommunication towers within trees or wooded areas, the predominant species and average height of existing and/or proposed trees within a 250-foot radius of the proposed WF.
- _____ i. Proposed/existing location and dimensions of antenna, mount, and equipment facilities.
- _____ j. Proposed/existing security barrier indicating type and extent as well as point of controlled entry.
- _____ k. Proposed/existing access easements, utility easements, and parking for the WF.
- _____ l. All proposed changes to the subject property, including grading, vegetation removal, temporary or permanent roads and driveways, stormwater-management facilities, and any other construction or development related to the WF.
- _____ m. Scaled elevation drawings of the proposed WF, including all mounts, antennas, equipment buildings, fencing, and landscaping.
- _____ n. Collocation statement from the WF owner, stating the number of collocations on the proposed WF (See Section 1002.8.C).

13. (Section 1002.9.D.1) Visual Impact Analysis.

- _____ a. Minimum of four (4) photographic simulations (labeled, giving distances, and identifying all stipulations), from surrounding residential areas and public roadways. These views shall show scaled color before and after images of the proposed tower with all the expected antennas to be mounted on the tower. An aerial image with the location of the views noted and a description of the technical approach used to create the photograph simulations.

14. (Section 1002.9.D) RF Information.

- _____ a. Area to be served by the WF.
 - _____ (1) Within Pasco County.

- _____ (2) Outside Pasco County.
- _____ b. Relationship to the communication provider's other existing or proposed wireless facilities, if applicable.
- _____ c. Technical data concerning the proposed facility and each existing, authorized, pending, and proposed adjacent site, if applicable:
 - _____ (1) Type of service or function
 - _____ (2) Primary frequency or frequency band.
 - _____ (3) Site name or other reference.
 - _____ (4) Latitude and Longitude (NAD 83 or WGS 84) of the tower;
 - _____ (5) Site elevation (AMSL).
- _____ d. For each proposed and each adjacent cell omni, microwave, and sector antenna:
 - _____ (1) Manufacturer.
 - _____ (2) Model number.
 - _____ (3) Frequency or frequency band (if not primary frequency band).
 - _____ (4) Height of antenna radiation center (AGL).
 - _____ (5) Maximum-effective radiated, output power (specify units).
 - _____ (6) Azimuth of main lobe (degrees east of north Nxxx°E).
 - _____ (7) If used, mechanical and electrical, beam-tilt parameters.
 - _____ (8) Proposed or required coverage area;
 - _____ (9) Latitude, longitude, and antenna height above ground of point-to-point sites;
 - _____ (10) Other additional information as may be required to technically verify applicant's assertions
- _____ 15. Compliance with all other provisions of Section 1002, including Section 905.2, is mandatory. All provisions of Pasco County ordinances shall be in full force and effect.