



Wireless Communication Facility Checklist

Please submit the following:

- a completed Conditional Use Approval Application with appropriate filing fees for processing and monitoring
- a site plan drawn to a measurable scale showing the metes and bounds and existing features of the site including existing structures, roads, trees, and other significant natural features
- a map identifying the applicants existing telecommunications facilities within the cities limits. This map shall include an illustration of the estimated coverage area for all existing and proposed antenna sites for the applicant and/or service provider
- applicant shall possess a lease or commitment letter for the site from an FCC-licensed carrier
- competent and reliable documentation and testimony showing that the applicant has a genuine, imminent, expected or existing, actual need for the proposed tower/height, due to reasons of one or more of: inadequate or incomplete geographical coverage, insufficient capacity, unreliable service or signals, excessive number or frequency of dropped or uncompleted calls or other good cause
- description of suitability of existing towers, structures or alternative technology for the telecommunications services to be provided by the proposed tower
- method of fencing, finished color and, if applicable, method of camouflage and illumination
- a Landscape plan showing specific landscape materials
- a Statement by applicant as to whether the proposed tower will accommodate collocation of additional antenna

The MPC may waive submittal requirements or require additional information based on the projects specific needs.