

# TELECOMMUNICATIONS TOWER CHECKLIST

ITEM	RESPONSE	OFFICE USE ONLY		
		YES	NO	N/A
Tower Height				
Schematic Plan Attached				
Letter(s) of intent regarding intended users				
Documentation of need				
Complete site plan with landscaping details				
RF coverage plots				
Lease agreement or warranty deed confirming property location(s)				
Removal Bond				

Special Permit Procedures: The following information must be provided at the time of application for a Special Permit:

(1) A schematic site plan, including schematic landscape plan with an elevation view of the type of facility to be placed on the site. The site plan shall depict where the tower is to be located on the site and where additional co-located communication equipment, shelters or vaults can be placed.

(2) Identification of the intended user(s) of the tower.

(3) A site justification statement prepared by the applicant that considers other alternatives to the proposed site and the impact of the proposed tower. The statement shall include a technical justification for the need for additional communications towers within the proposed coverage area with sufficient calculations and technical detail for review by qualified professionals. This statement shall include adequate documentation that no suitable existing facilities within the coverage area are available for the proposed use including existing communication towers, other sites for which communication tower applications are pending, and utilization of existing structures that are suitable for mounting antennae. A map of the coverage area identifying all existing communication towers and other sites with suitable zoning and adequate land area to site a communications tower shall be included. The applicant shall justify the selection of the proposed site over other available alternative sites within the identified coverage area weighing the relative impacts of the proposed site to other available sites with particular consideration of the impact of the tower upon adjacent properties, historic areas, scenic vistas and residential neighborhoods.

Communications towers shall be sited so as to be as unimposing as practical. The applicant shall demonstrate that through location, construction, or camouflage, the proposed facility will have minimum visual impact upon the appearance of adjacent properties, views and vistas of historic areas, scenic assets, and the integrity of residential neighborhoods. The representations in the site justification statement shall be subject to comment by citizens and shall also be subject to verification by the City of Chattanooga or its assigns. False representations in an application shall be grounds for denial of a special exceptions permit. The Board is specifically empowered to utilize its collective judgment in assessing and approving or denying the application based upon such information.

[Ordinance No. 11253 - 3/19/02]

(4) Documentation of the number of other users that can be accommodated within the design parameters of the tower as proposed. If the tower will not accommodate the required number of users, the applicant must demonstrate with compelling evidence why it is not economically, aesthetically, or

technologically feasible to construct the tower with the required co-location capability. No application not fulfilling the co-location requirement is eligible for administrative approval by the Building Official.

(5) A statement indicating the owner's commitment to allow feasible shared use of the tower within its design capacity for co-location.

(6) The applicant or the landowner shall provide proof of the establishment of a financially secure and legally enforceable method of removing a communications tower when it ceases to be used for a period of twelve (12) months. This financial assurance can be provided through a sinking fund, a lien upon land which has a greater unencumbered appraised value than the cost of removal of the communications tower, a removal bond, a letter of credit or any alternative financial arrangement which is approved by the Finance Officer as to financial adequacy and the City Attorney as to legal enforceability. If the applicant or landowner owns more than one (1) tower, a blanket removal bond or alternative financial assurance may cover multiple sites.

(7) The applicant shall furnish the names and addresses of all property owners within three hundred (300) feet of the site as measured from the property lines of the site upon which the tower is to be constructed to the nearest property line of any property within said distance.