



PLANNING & DEVELOPMENT SERVICES  
PO Box 4169, 911 North Seventh Avenue  
Pocatello, Idaho 83205  
(208)234-6184 FAX (208)234-6586

Application Submittal Approved: \_\_\_\_\_  
Plan Review Approval: \_\_\_\_\_

*Dates for a public hearing or Council consideration will not be scheduled until application is deemed complete.*

**APPLICATION FOR WIRELESS TELECOMMUNICATION FACILITIES**

Filing Fee: \$480.00 + \$1.50 /address = \_\_\_\_\_

Receipt #: \_\_\_\_\_ Date: \_\_\_\_\_

**Applicant:**

**Representative:**

\_\_\_\_\_  
Name/Firm

\_\_\_\_\_  
Name/Firm

\_\_\_\_\_  
Mailing address

\_\_\_\_\_  
Mailing address

\_\_\_\_\_  
Phone (work/cell/home)

\_\_\_\_\_  
Phone (work/cell/home)

**Project information:**

**Type of Facility:**

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

Building Mounted (roof or façade): \_\_\_\_\_

Zoning: \_\_\_\_\_

Pole Change Out: \_\_\_\_\_

New Tower: \_\_\_\_\_ Co-Location: \_\_\_\_\_

**THE FOLLOWING INFORMATION MUST ACCOMPANY EACH APPLICATION TO BE COMPLETE**

- A. All specified plans and descriptions must be filed accompanying this application.
- B. A title report, property deed, or other legal documentation of ownership of the site in question, whether freehold, option, or lease.
- C. A complete legal description of property.
- D. Typed, gummed mailing labels with all of the names and addresses of the property owners within a 300 foot radius of the subject property. A signed Affidavit of Mailing List must also be submitted (attached).
- E. Two (2) site plans, one (1) measuring 8 ½" x 11" and one (1) measuring 18" x 24" (or larger), scale no less than 1"=20', which describe the proposal and contain the following information:
  - 1. Location, type, and height of the proposed WCF, including setback measurements.
  - 2. On-site structures, land uses, and zoning.
  - 3. Circulation information including adjacent roadways, ingress and egress from the roadways, parking, pedestrian circulation and access.
  - 4. Fences, signs, exterior lighting, and storm drainage.
  - 5. Property lines with dimensions, adjacent land uses, structures and zoning.
  - 6. Existing watercourses, utility lines, easements, deed restrictions, and any built or natural features restricting the use of the subject property.
  - 7. North arrow, scale, and legend.
- F. A landscaping plan (unless the WCF is to be attached to an existing building and all equipment is located within or on the building) drawn to the same scale as the site plan, clearly depicting all existing landscaping/vegetation and whether it will be removed or retained; all proposed landscaping complete with size, location and species of vegetation; specific depiction and notation of any features necessary to comply with the screening standards of this ordinance.
- G. Elevation drawing or before and after photographs/drawings simulating and specifying the location and height of the antennas, support structures, equipment enclosure(s) and other accessory uses, fences and signs.
- H. Elevations of proposed above-ground equipment enclosures.
- I. A Planning Coverage Map and/or maps on which are marked the service area of the facility for which application is being made and all applicant's WCF sites operating within the city limits and in the Area of City Impact as defined in the Idaho Code. The map shall be drawn to a scale of no less than one inch equals 500 feet.
- J. Photosimulations of the proposed WCF from affected residential properties and public rights-of-way.
- K. A description of the support structure or building upon which the WCF is proposed to be located, and the technical reasons for the design and configuration of the WCF.

- L. Proof of licensure by the FCC.
- M. A completed right-of-way use permit application if the WCF is to be located within a public right-of-way if not on an existing utility pole.
- N. A copy of correspondence from the owner of the land and/or building on which the WCF is to be located, acknowledging the owner's approval of the use of the property for a WCF, the applicant's ability to enter into leases with other providers for co-location, and specifying the party responsible for removal of the WCF and attendant equipment within ninety days of discontinuance of its use.
- O. If the WCF is not to be co-located, the following must be documented:
  - 1. Description of efforts to meet the order of preference for approval as follows:
    - a. Co-location on an existing tower, structure or building. The applicant shall have the burden of proving that there are no feasible existing structures upon which to co-locate.
    - b. On City-owned property.
    - c. In areas where the existing topography, vegetation, buildings, and other structures provide the greatest amount of screening.
    - d. On other non-residential buildings or vacant non-residentially zoned land.
    - e. In residential districts (non-tower facilities only).
  - 2. Evidence that the tower is designed and built to be able to support another carrier's WCF comparable in weight, size, and surface area to the telecommunications facilities installed on said tower by the applicant.
  - 3. Evidence of the failure of applicant's good-faith effort to install or co-locate the telecommunications facilities on city-owned towers or usable antenna support structures or on towers located on property leased from the City located within a one-half (1/2) mile radius of the proposed tower site, including good-faith efforts to negotiate lease rights, or evidence of the following:
    - a. Lack of existing towers or structures located within the geographic area required to meet the applicant's engineering requirements;
    - b. Insufficiency of design of existing tower or structures to meet applicant's engineering requirements as shown in the Master Development Plan;
    - c. Insufficiency of existing towers or structures to support the proposed antenna and related equipment;
    - d. That the applicant's proposed antenna would cause electromagnetic interference with the antenna on the existing towers or structures, or the antenna on the existing towers or structures would cause interference with the applicant's proposed antenna; and/or
    - e. The fees, costs of contractual provisions required by the owner in order to share an existing tower or structure or to adapt an existing tower or structure for share are unreasonable. Costs exceeding new tower development are presumed to be unreasonable.

**The approval of this application does not permit the violation of any federal or state codes, any section of the Building Code, or other Pocatello Municipal Codes as adopted. Approval of this land use permit does not exempt applicant from the provisions of the federal Fair Housing Act or ADA requirements. Further, other conditions, requirements, etc. may be imposed as part of the building permit process.**

I hereby acknowledge that I have read this application and state that the above information is correct and I agree to all terms and conditions. I further agree to abide by any and all conditions the City Council may impose on my use of this site. I further certify that:

- 1. Any proposed tower can accommodate co-location of additional antennas and I agree to enter into agreements for co-location with other providers.
- 2. The WCF and equipment shall be removed within ninety days after the site's use is discontinued; and that the WCF shall be designed and erected so as to comply with all EIA Standards and applicable federal, state, and city laws and regulations, including FAA regulations.
- 3. Usage of the WCF will not interfere with other adjacent or neighboring transmission or reception functions.

I also understand that non-conformance with these conditions in a timely manner will result in automatic forfeiture of my permit.

Signature of Applicant: \_\_\_\_\_

By: \_\_\_\_\_



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**AFFIDAVIT OF MAILING LIST**

1. The undersigned is the applicant, agent, engineer, or surveyor representing the applicant.
2. It is understood that the City of Pocatello requires the applicant to provide one set of mailing labels of all the property owners of record located within 300 feet of the boundaries of the project site and \$1.50 fee per label. The list shall be based on the most current equalized assessment rolls of County of Bannock. This list and fee will be used to send the notices of public hearing required to process the application.
3. This is to certify that the persons named, together with their addresses as shown on the project mailing list attached herewith, are all the owners of property situated within 300 feet of the property, as their said names and addresses are set forth on the latest equalized assessment rolls of the County of Bannock.
4. The foregoing is true under penalty of perjury.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Mailing Address