



# WIRELESS COMMUNICATION FACILITY APPLICATION

See reverse side for more information regarding the permitting process and the materials required for a complete application.

**NOTE: Must be accompanied by a DEVELOPMENT PERMIT APPLICATION form.**

To be completed by Applicant	<b>PROJECT SUMMARY:</b>		
	<b>ZONING DISTRICT:</b>		
	<b>PROPOSED WCF TYPE</b>		
	Colocation	New Tower	
	Attached WCF	Eligible Facility Request	
	<b>LIGHTING</b>		
Proposed	YES (this application requires all items under 49.65.950 and 49.65.970, it will go through the Special Use Permit process)	NO	
Existing	YES      NO		
<b>STRUCTURE HEIGHT (in feet)</b>			
<b>Does the requested facility meet the criteria listed in Table 1 (CBJ 49.65.950(a))?</b>			
Yes			
<b>Does the facility qualify as a substantial Change per 49.65.950(b)(1-6)?</b>			
Yes – Submit items under 49.65.960 with your application			
No – this application meets Table 1 (49.65.950(a)) with no substantial changes			
<b>No – Submit items under 49.65.950 and 49.65.970. Proceed with the Special Use Permit process.</b>			
<b>ALL REQUIRED MATERIALS ATTACHED</b>			
Complete submittal checklist			

-----DEPARTMENT USE ONLY BELOW THIS LINE-----

<b>REQUIRED PERMIT</b>				
Building Permit	Project falls under Table 1 (49.65.950)			
Special Use Permit	Project <i>does not</i> fall under Table 1			
<b>REVIEW APPROVALS</b>				
	Initials	Date		
Building	_____			
Engineering	_____			
Planning	_____			
<b>Fees</b>	<b>Fees</b>	<b>Check No.</b>	<b>Receipt No.</b>	<b>Date</b>
Application Fee	\$ _____			
Public Notice Sign Fee	\$ _____			
Public Notice Sign Deposit	\$ _____			
<b>Total</b>	<b>\$ _____</b>			

This form and all documents associated with it are public record once submitted.

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

For assistance filling out this form, contact the Permit Center at 586-0770.

Case Number	Date Received



# WIRELESS COMMUNICATION FACILITY CHECKLIST

Juneau Permit Center • 230 S. Franklin Street • (907) 586-0770

**This checklist is required to complete an application for a Wireless Communication Facility (WCF) permit. There are two types of WCF permits. See below.**

- A. WCF qualifies as Eligible Facility Request (**Streamlined Review**)
  - a. Submit items 1-12
  
- B. WCF requires Special Use permit
  - a. Submit items 2-21

**Required Items (please label each item with the corresponding number on plans)**

- 1) Completed Building Permit Application
- 2) Completed WCF Application
- 3) Completed Development Permit Application
- 4) Fees (contact the Permit Center at (907) 586-0770 to determine amount)
- 5) A statement certifying that radio frequency emissions from the antenna array(s), both individually and cumulatively, will comply with FCC standards (considering any other WCF located on or immediately adjacent to the proposed WCF). This statement must be signed by a qualified person and accompanied with a statement of that person's professional qualifications
- 6) Site address and CBJ Parcel Identification Number (tax ID number)
- 7) Site size and dimensions
- 8) Site plan showing all existing and proposed structures, buildings, fences (their height) and landscaping
- 9) Proposed WCF type and design, lighting, height above grade, material, number of, color, any accessory structures, and number of collocations it can accommodate, if applicable
- 10) Certification that proposal complies with applicable laws pertaining to service offered
- 11) The following documents from a licensed Alaska Professional Engineer:
  - Signed and stamped letter indicating the proposed WCF will be constructed, repaired, modified or restored in compliance with all current applicable technical, safety, and safety-related laws of the CBJ, State of Alaska, and Federal government
  - Signed and stamped letter indicating the proposed WCF is in compliance with industry practices of the National Association of Tower Erectors
- 12) Letter indicating compliance with FAA regulations in 14 CFR Part 77 (if applicable)

- 13) Location of any dwelling(s) within distance of tower equal to the height of tower (if applicable), disclosure of any agreements which limit and/or preclude the proposed WCF from being shared with new WCFs
- 14) Signed and stamped letter from a licensed Alaska Professional Engineer indicating the foundation and attachments meet EIA/TIA 222 G and local building code structure requirements for loads, including wind, snow, and ice (this shall also address the total number of required accommodated collocations, when applicable)
- 15) A narrative describing compliance with subsections under 49.65.930:
 

Concealed & Non-concealed antenna	Setbacks
Security	Affects to mapped
Signage	Viewsheds
Lighting	WCF Master Plan
Design Criteria	Structural Assessment
- 16) Visual Impact Study consisting of:
  - Zone of Visibility Map
  - Analysis demonstrating how the proposed WCF will be sited to be of least adverse impact on environment and its character while meeting applicant's network objectives
  - Illustration showing before and after views of proposed WCF from roadways, parks, public lands, historic districts and any other location where the site is visible to many people
  - Description of visual impact
  - Narrative or drawing describing how the base of the tower and accessory structures will be screened from view
- 17) For lighted towers:
  - Description of type of light and how it complies with 49.65.930(d) (if required by FAA, the minimum intensity allowed by FAA)
  - How it will not project directly onto adjacent surrounding property (use of buffers, louvers, etc.)
- 18) Narrative indicating that the design height is the minimum necessary for effective functioning of provider's network
- 19) Visual impact assessment according to 49.65.970(c)(2)(B)
- 20) Balloon Test according to 49.65.970(c)(2)(D)
- 21) Propagation study