



Wireless Communication Facilities – New

Description

Requirements associated with Wireless Communications Facilities are found in Cowlitz County Code Sections 18.70.080, 18.70.090 and 18.70.100.

Improvements associated with the Wireless Communication Facility are also subject to regulations under the International Building Code. A separate building permit may be required following approval of this permit.

Review Process

The review of New Wireless Communication Facilities may be administrative, or may require review by the Hearing Examiner. These distinctions are described in CCC Section 18.70.100.C. Upon receipt of a complete application, the Department of Building and Planning distributes the application materials to agencies with jurisdiction with a 10-day comment period.

For administrative decisions, the Department reviews the application for compliance with applicable regulations, and develops a decision with findings based on code requirements and agency recommendations. For decisions requiring Hearing Examiner review, the Department develops a staff report and provides a recommendation for consideration during a public hearing.

Fees

The following fees are required to be paid when the application is submitted:

Wireless Communication Facilities – Administrative Review: \$1,800

Wireless Communication Facilities – Non-Administrative Review: \$2,700 plus cost of
Hearing Examiner

SEPA Threshold Determination, if required: \$450



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Submittal Checklist

The following items are required at time of submittal; please use this checklist as a guide. Please note that we cannot accept incomplete applications.

___ 1. Project Information Form

- Form completed and signed by the owner or applicant

___ 2. Narrative describing all elements of the proposal

- Include technical reasons for design and configuration, along with dimensional information
- Address code requirements, including those found in CCC 18.70 and 18.10

___ 3. Engineering Analysis

- Completed by an engineer licensed in the state of Washington and/or by the FCC
- Describe factors influencing decision to target the proposed location.
- If necessary, describe good faith efforts and measures to secure a higher priority location, how and why such efforts were unsuccessful, and how / why the proposed site is essential to meet service demands in the geographic area.
- Document structure is designed for collocation of other future antennas.
- Demonstrate the facility complies with all applicable standards of the FAA and FCC, including RF and EMF emission standards.
- Demonstrate the facility will not interfere with other adjacent or neighboring transmission or reception communication signals.

___ 4. Proof of Applicant's Right to Use the Site

- Proposed lease agreement, easement agreement or license agreement.

___ 5. Photographic Analysis

- Include representation of existing conditions and finished project conditions.

___ 6. Site Plan Showing *Proposed* Conditions

- Elements of the proposed facility
- Means of access
- Setbacks to structures and significant features within 1,000'



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___ 7. **Vicinity Map**

___ 8. **Elevation Drawings**

- Depict tower, equipment structures, antennas, mounts, etc.
- Facility color, security fencing and screening

___ 9. **Landscaping and Screening Plan**

- Existing and proposed vegetation
- Installation procedures
- Maintenance plans

___ 10. **Camouflage Technology, if proposed**

- Complete description of suggested camouflage, including style and materials
- Photographic depiction of proposed facility including camouflage
- Maintenance plan for continued effectiveness over life of facility

___ 11. **Additional Information, if applicable**

- As identified by the Department of Building and Planning, may include critical areas assessments, stormwater plans, etc.