

APPLICATION/STANDARDS  
WIRELESS TELECOMMUNICATIONS FACILITIES  
\$500.00 FEE

All persons seeking approval of the Planning Director or the Planning Commission under these regulations shall submit an application as provided below. The Planning Director shall be responsible for ensuring that notice of the application has been published in a newspaper of general circulation in the community.

A. APPLICATION FOR PLANNING COMMISSION APPROVAL

1. Documentation of the applicant's right, title, or interest in the property on which the facility is to be sited, including name and address or the property owner and the applicant.
2. The owner of the facility's name shall be placed on the structure.
3. If a facility will have co-location capability, all lessees' names shall be placed on the structure.
4. Evidence of any easements necessary to access the property as shown on the site plan.
5. All facility locations shall have posted street signs at the cross street intersection. Signs shall have a minimum of 3.5" reflective letters.
6. A copy of the FCC license for the facility, or a signed notarized statement from the owner or operator of the facility attesting that the facility complies with current FCC regulations.
7. A USGS topographical map showing the location of all wireless telecommunications facilities above 150 feet in height, above ground level, except antennas located on roof tops, within a two mile radius of the proposed facility, unless this information has been previously made available to the county. This requirement may be met by submitting current information (within thirty days of the date of the application is filed) from the FCC Tower Registration Database.
8. A site plan:
  - a. prepared and certified by a professional engineer indicating the location, type, and height of the proposed facility, antenna capacity, on-site and abutting off-site land uses, means of access, and all applicable American National Standards Institute (ANSI) technical and structural codes;
  - b. A storm and erosion control plan for the site and the access road to the site.
  - c. Certification by the applicant that the proposed facility complies with all FCC standards for radio emissions is required; and
  - d. A boundary survey for the lease hold area and/or owned area for the project performed by a land surveyor licensed by the State of West Virginia, including the access road and vicinity map.

9. A scenic assessment for the project area consisting of the following:
  - a. elevation drawings of the proposed facility, showing height above ground level;
  - b. a landscaping plan indicating the proposed placement of the facility on the site; location of existing structures, trees, and other significant site features, the proposed lighting method;
  - c. photo simulations of the proposed facility taken from perspectives determined by the Planning Director, or their designee, during the pre-application conference. Each photo must be labeled with the line of sight, elevation, and with the date taken.
  - d. Occupied description of properties located within 110% of the height of the facility.
  - e. A narrative discussing:
    - i. the extent to which the proposed facility would be visible from a residential area,
    - ii. the tree line elevation of vegetation within 100' of the facility
    - iii. the distance to the proposed facility from the designated scenic resources' noted viewpoints.
10. A propagation map, before and after, of how the proposed facility fits in the applicant's telecommunications network. The applicant must provide written evidence of a tenant for the proposed wireless telecommunications facility. Such evidence must include a lease or letter of intent from the tenant. This submission requirement does not require disclosure of confidential business information.
11. Evidence demonstrating that no existing building, site, or structure can accommodate the applicant's proposed facility, the evidence for which may consist of any one or more of the following:
  - a. evidence that no existing facilities are located within the targeted market coverage area as required to meet the applicant's engineering requirements
  - b. evidence that existing facilities do not have sufficient height or cannot be increased in height at a reasonable cost to meet the applicant's engineering requirements
  - c. evidence that existing facilities do not have sufficient structural strength to support the applicant's proposed antenna and related equipment.  
Specifically:
    - i. planned, necessary equipment would exceed the structural capacity of the existing facility, considering the existing and planned use of those facilities, and these existing facilities cannot be reinforced to accommodate the new equipment.



- ii. The applicant's proposed antenna or equipment would cause electromagnetic interference with the antenna on the existing towers or structures, or the antenna or equipment on the existing facility would cause interference with the applicant's proposed antenna.
    - iii. Existing or approved facilities do not have space on which planned equipment can be placed so it can function effectively.
  - d. for facilities existing prior to the effective date of the ordinance, the fees, costs, or contractual provisions required by the owner in order to share or adapt an existing facility are unreasonable. Costs exceeding the pro rata share of a new facility development are presumed to be unreasonable. This evidence shall also be satisfactory for a tower built after the passage of this ordinance;
  - e. evidence that the applicant has made diligent good faith efforts to negotiate co-location on an existing facility, building, or structure, and has been denied access.
12. that the applicant will comply with all applicable State and Federal Historic Preservation laws and regulations.
  13. Show compliance with all FAA regulations.
  14. List of property owners within 300 feet of the leased site to include mailing address.
  15. Checks are to be made payable to the County Commission of Wood County.

Application Filed By: \_\_\_\_\_

Owner: \_\_\_\_\_

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