



City of Sky Valley
3444 Highway 246
Dillard, Georgia 30537



TELECOMMUNICATIONS PERMIT APPLICATION, INSTRUCTIONS & CHECKLIST

Instructions:

1. **Application:** The petitioner shall submit an application for Zoning Approval, Telecommunications Permit, an application for Building Permit, an affidavit and consent of property/tower owner (if the property/Tower owner is someone other than the petitioner), the required filing fee, and required supportive information to the City Clerk.
2. **Zoning Approval:** The City Clerk or his/ her designee will review the documentation for Zoning Approval, Telecommunications Permit and schedule a meeting of the Planning & Zoning Commission. The Planning & Zoning Commission will review the application and make a recommendation to the City Council. If it is approved by the City Council, all documentation, including the Building Permit application, will be forwarded to the Permits Office. If the application is denied, the City Clerk will notify the applicant of its decision.
3. **Building Permit:** The Permits Office will review all forwarded documentation and issue the Building Permit to the Applicant. Please speak with the Permits Office for additional information.

Checklist:

Telecommunications Application: The petitioner shall submit an application for Zoning Approval - Telecommunications Permit, an application for Building Permit, an affidavit and consent of property/Tower owner (if the property/tower owner is someone other than the petitioner), the required filing fee, and required supportive information to the City Clerk. Supportive information shall include, but not be limited to the following:

For Co-locations:

- Engineering.** For towers or concealed support structures, a report from a qualified independent engineer licensed in the State of Georgia documenting the following information:
 1. The location of the facility by longitude and latitude and Georgia Plan Coordinate System, ground elevation and total height in English and metric measurements;
 2. Number and type of proposed antennas and their height above ground level, including the proposed placement of antennas on the support structure; and
 3. Evidence of the structural integrity of the structure with respect to wind and ice loadings;
- FAA Determination.** A determination by the FAA regarding potential hazards to air navigation.
- Fee.** Required filing fee.

For New Towers/ Structures:

- Commitment.** A written statement of commitment to use the proposed site from at least one federally licensed wireless service provider.

Venizon
Wireless
Tab 9

- Tab 2 **Materials.** Narrative and graphic materials, such as signal propagation plots, prepared by a radio frequency engineer clearly explaining and illustrating the proposed service provider's need for the new antenna installation. In documenting need, the applicant will address the following:
1. The proposed site's relationship to the existing antenna network, existing towers and tall structures located within 3,000 feet of the proposed location;
 2. The required antenna height;
 3. Alternate locations as may be appropriate; and
 4. Line-of-sight diagram or photo simulation, showing the proposed Support Structure set against the skyline and viewed from at least four (4) directions within the surrounding areas.

- Tab 3 **Structural Renderings.** Architectural renderings or simulated photographs of all proposed structures in their physical environment with particular attention to views from public streets or residential uses.

- Tab 4 **Engineering Statement.** For towers or concealed support structures, a report from a qualified independent engineer licensed in the State of Georgia documenting the following information:
1. The location of the facility by longitude and latitude and Georgia Plan Coordinate System, ground elevation and total height in English and metric measurements;
 2. Total anticipated capacity of new communications tower;
 3. Number and type of proposed antennas and their height above ground level, including the proposed placement of antennas on the support structure;
 4. Evidence of the structural integrity of the structure with respect to wind and ice loadings;
 5. Design characteristics that indicate the limits of falling debris in the event of catastrophic structural failure; and
 6. A scale drawing of the site and area that indicates distances to the nearest residential uses.

- Tab 8 **Map.** A map that illustrates the proposed tower location with respect to the nearest airport.

- Tab 6 **FAA Determination.** A determination by the FAA regarding potential hazards to air navigation.

- Tab 2 **Statement of Co-location Feasibility.** A statement justifying why co-location is not feasible. Such statement shall include:
1. Such technical information and other justifications as are necessary to document the reasons why co-location is not a viable option;
 2. The applicant shall provide a list of all existing structures considered as alternatives to the proposed location. The applicant shall provide a written explanation why the alternatives considered were either unacceptable or infeasible due to technical, physical, or financial reasons. If an existing tower was listed among the alternatives, applicant must specifically address why the modification of such tower is not a viable option; and
 3. A statement that the proposed support structure will be made available for co-location to other service providers at commercially reasonable rates.

- Fee.** Required filing fee.



TELECOMMUNICATIONS PERMIT APPLICATION

<u>FOR STAFF USE ONLY</u>	<u>DATE/TIMESTAMP</u>
Project# _____ Filing Fee \$ _____ Received By: _____	
<u>FOR CERTIFICATION USE ONLY</u>	<u>APPROVAL GRANTED</u>
Parcel ID # _____ Zoning District _____ Zoning Conditions _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
<u>COMMENTS</u>	<u>SIGNATURE</u>
	<u>DATE</u>

This telecommunications permit application is required for submittals . . .

APPLICANT AND PROPERTY/ TOWER OWNER INFORMATION

1. Applicant Name: <u>Celco Partnership db/a Verizon Wireless</u>	
Address: <u>40 Baker Donelson, 420 20th St. N, Ste 1400, Birmingham, AL 35203</u>	
Phone #: <u>(205) 250-8353</u>	E-mail Address: <u>mpalmer@bakerdonelson.com</u> <u>nar@bakerdonelson.com</u>
2. <u>Property</u> Structure Owner Name: <u>Cold Valley LLC</u>	
Address: <u>901 N. Broad St. Ste 140, Rome, GA 30161</u>	
Phone #: <u>(706) 314-9549</u>	E-mail Address:

SUBJECT PROPERTY AND TELECOMMUNICATIONS INFORMATION

4. Location of Subject Property:
Rabun Branch Road

5. Type of Proposed Telecommunications Facility: Co-location/ Attached Antennas <input type="checkbox"/> Yes Temporary Wireless Communications Facility <input type="checkbox"/> Yes New Tower/ Concealed Support Structure <input checked="" type="checkbox"/> Yes		If Temporary Wireless Communications Facility or New Tower/ Concealed Support Structure, identify the date that the conditional use permit was granted.
If Construction of New Tower, is it: Monopole <input checked="" type="checkbox"/> Yes Lattice <input type="checkbox"/> Yes Guyed <input type="checkbox"/> Yes Concealed Support Structure <input type="checkbox"/> Yes		Maximum height of New Tower: <i>190</i> feet
Setback from property line: feet		Is there any accessory equipment? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Land Lot(s): <i>196</i>	District: <i>2nd</i>	Tax Parcel #: <i>58B 251E</i>

6. Date of Installation: *ASAP*

I hereby certify that the site described herein will be constructed and/or used in accordance with all applicable zoning ordinances and laws governing the City of Sky Valley, Georgia.

Mary S. Palmer

 Signature of Applicant

8-7-14

 Date

Mary S. Palmer

 Printed Name of Applicant

(205) 250-8353

 Phone Number



Application for Conditional Use Permit

*Applicant Verizon Wireless
 Telephone Number (205) 250-8353 Email Address mpalmer@bakerdonelson.com
nar@bakerdonelson.com
 Mailing Address 420 20th St. N., Ste 1400, Birmingham, AL 35203

Has the applicant made any campaign contributions over \$250 to any local government official of the City of Sky Valley YES NO

*Note: If applicant is not the owner, as listed on the Property Deed, a notarized letter from the owner(s), including phone number and address, authorizing the applicant to act on their behalf must be included.

PROCEDURE

Application Requirements

All Applications must be complete and include required supporting documents. Incomplete applications will not be accepted.

PROPERTY INFORMATION

PROPERTY ADDRESS (OR GENERAL LOCATION DESCRIPTION IF NO ADDRESS ASSIGNED):

Rabun Branch Road

TAX MAP/PARCEL ID#: 58 B 251 E ACREAGE: 1.55

CURRENT ZONING: CB

FUTURE DEVELOPMENT MAP CHARACTER AREA DESIGNATION:

EXISTING USE: _____

PROPOSED USE: _____

DOES THE PROPOSED USE TRIGGER A DEVELOPMENT OF REGIONAL IMPACT?

YES NO

DOES THE PROPOSED USE REQUIRE REZONING? IF YES, ATTACH APPLICATION

YES NO

DOES THE PROPERTY REQUIRE ANNEXATION? IF YES, ATTACH PETITION

YES NO

HAS THE PROPERTY BEEN DENIED A ZONING CHANGE IN THE PAST 12 MONTHS?

YES NO

HAS ANY PUBLIC HEARING BEEN HELD REGARDING THE PROPERTY IN THE PAST 3 YEARS?

YES NO IF YES, DESCRIBE: _____

Conditional Use Permit Questionnaire

The Sky Valley Land Development Regulations state that in order to promote the public health, safety, morality and general welfare of citizens against the unrestricted use of property, certain "Standards for the Exercise of Zoning Powers" may be used by the governing body when making Conditional Use Permit decisions. The applicant is encouraged to respond to these questions to gain understanding as to why Conditional Use Permit requests may or may not be approved. (Attach additional sheets as necessary.)

- 1) Is the proposed use consistent with the requirements of the zoning district in which it is located, including required parking, loading areas, setbacks, and transitional buffers.

Property is zoned Commercial. The proposed use meets all of the requirements in this district for parking, setbacks, + buffers. The height of the pole exceeds the maximum height allowed.

- 2) Is the proposed use compatible with the land uses on adjacent properties, including the size, scale and massing of buildings?

All parts of the proposed use are compliant with uses on nearby properties as they relate to size, scale and mass of buildings, except the height of the proposed pole.

- 3) Is the ingress and egress to the subject property, and all proposed buildings, structures and uses thereon adequate? Are the public streets providing access to the subject site adequate to safely handle the traffic generated by the proposed use?

Ingress + Egress to the lease area is completely contained within the parent parcel. Once constructed, access is limited to approximately one (1) visit per month.

- 4) How will the proposed use impact public facilities and services, including stormwater management, schools, parks, sidewalks and utilities? Are these facilities and services adequate to support the proposed use?

The proposed use will only require power and telephone service. No water or sewer services are required.

- 5) Will the proposed use create adverse impacts on any adjacent or nearby properties by reason of noise, smoke, odor, dust, or vibration or by the character and volume of traffic generated by the proposed use?

The proposed use of the cell tower will not create noise, odor, smoke, dust or vibration. A back up generator for emergency use is scheduled for installation.

- 6) Will the proposed use adversely affect adjoining properties by reason of the manner of use or the hours of operation of the proposed use?

Proposed cell site will be an unmanned facility.

- 7) Will the proposed use create adverse impacts on any environmentally sensitive areas or natural resources (wetlands, floodplain, etc.)?

A full NEPA analysis has been performed. No adverse impact to environmentally sensitive areas of natural resources is expected.

NOTE: In making the decision to approve or deny a Conditional Use Permit, the City Council will consider the same criteria outlined in the above questionnaire. The City Council may impose or require additional restrictions and standards as may be necessary to protect the health and safety of workers and residents in the community and to protect the value and use of property in the general neighborhood. The issuance of a Conditional Use Permit shall only constitute approval of the proposed use, and development of the use shall not be carried out until the applicant has secured all other permits and approvals required. Conditional Use Permit approval may be revoked if any term, condition or restriction upon which the Permit was granted is not complied.

APPLICATION CHECKLIST

Supporting Documents: The following list of supporting documents must be submitted with this application. Only one (1) copy of each supporting document is necessary. Only *complete* applications will be accepted.

- Letter of Authorization:** If Applicant is not the current Property Owner or is one of multiple Owners, a notarized Letter from the Owner(s), including their phone number and address, authorizing the applicant to act on their behalf.

- Property Boundaries:** A written legal description of the property (such as metes and bounds, or recorded subdivision plat information), or an appropriate Boundary Survey of the property (no larger than 11 x 17) mechanically drawn and prepared by a land surveyor registered in Georgia.

- Conceptual Site Plan:** A proposed conceptual site plan (no larger than 11 x 17) of the subject property mechanically drawn at a scale of 1" = 100', or other scale acceptable to the Planning and Zoning Administrator, and shall include the following:
 - o Name of the drawing, date, north arrow, and graphic scale.
 - o All buildings and structures existing or proposed to be constructed and their location on the property.
 - o Existing or proposed site improvements including sidewalks, roads, driveways, parking spaces, loading areas, landscaped areas, and drainage facilities.
 - o Proposed use of each building or portion thereof.
 - o Building setbacks and any required buffer yards as well as the dimensions of all property boundary lines.
 - o All other information necessary to demonstrate compliance

 - o Any additional required information discussed at the Pre-Application meeting or necessary to allow understanding of the proposed use and property development.

CERTIFICATION AND AUTHORIZATION

I hereby certify that, to the best of my knowledge and belief, the above listed information and all attached supporting documents are complete and accurate. I understand that this application will require a site visit and authorize staff of the Planning and Zoning office or their designee to enter and inspect the premises which are the subject of this application. I also understand that this application will require public hearings by the City of Sky Valley Planning Commission and the Sky Valley City Council.

Signature of Applicant Mary S. Palmer Date 8-7-14

FOR STAFF USE ONLY

Date Received: 8.12.2014

Reviewed for Completion By: _____

FEES:

Application Charge: \$100.00

TOTAL FEE: \$100.00

PUBLIC HEARING DATES:

PC _____ City Council _____

PUBLIC NOTICE DATES:

Property Posted _____ Legal Ad Run _____ & _____

Letters Mailed: _____

DECISION:

Approved Denied *Circle One*

Comments: _____

CRB 119-2

City of Sky Valley
3444 Highway 246
Sky Valley, GA 30537
(706) 746-2204

CASH RECEIPT

Date 8.13.2014

005733

Received From Bater, Donelson, Bearman, Caldwell, Berkowitz

Address for Verizon Wireless

One hundred ~~100~~

Dollars \$ 100⁰⁰

For conditional use - cell tower - height exceeds code, metal fence request

ACCOUNT		HOW PAID	
AMT OF ACCOUNT		CASH	
AMT PAID		CHECK	<input checked="" type="checkbox"/>
BALANCE DUE		MONEY ORDER <input type="checkbox"/>	
		CREDIT CARD <input type="checkbox"/>	

By: 