

WCF

PETITION FOR NEW WIRELESS COMMUNICATION FACILITIES (NOT COLLOCATION)

SUBMITTALS CAN BE MADE ANY DAY OF THE WEEK, WITH A DEADLINE OF 12:00 NOON THURSDAY

Applicants must make an appointment with the planner in charge of the case, in order to submit this application

MEETING DATE _____ CASE NO. _____ HTE NO. _____
NAME OF PROJECT _____

1. The undersigned hereby petitions the City of Boca Raton for the above under the applicable City Code of Ordinances and that the necessary reviews/hearings by the Staff and CAB, Planning and Zoning Board, and/or City Council, as applicable, be called for such purpose to allow:

Containing _____ square feet on that property located at (street address) _____

Property ID# : _____

2. (I) (We) are the (check one): () Owners () Lessee () Contract Purchaser () Trustee () Other (please specify) _____

3. Record owner of property _____
Mailing address _____ Phone _____
Occupant of property _____
Mailing address _____ Phone _____

4. The undersigned is aware that the CAB, Planning and Zoning Board, and/or City Council, as applicable, may stipulate or require that the petitioner exercise the approval as granted within a specified time period.

5. The undersigned is aware that if approval is granted by the CAB, Planning and Zoning Board, and/or City Council, as applicable, they may stipulate such conditions and require such modifications as they deem necessary to accomplish the proper and orderly development of this proposal.

6. The undersigned acknowledges that the proposed structure **needs/does not need** to be reviewed by the FAA.

7. I hereby certify that the information submitted pursuant to this application is true and correct, to the best of my knowledge.

Signed _____
Owner of record or his authorized agent
(ATTACH NOTARIZED AUTHORIZATION)

Signed _____ Date _____
Petitioner
Type Petitioner's Name _____
Address of Petitioner _____

Date Applied _____

Telephone No. _____
Fax No. _____

FILING	\$ _____
ADVERTISE	\$ _____
ADMIN ADVERTISING	\$ <u>75.00</u>
TOTAL FEES	\$ _____
PUBLIC NOTICE MAIL*	\$ _____

Email Address: _____
Received by _____

Date Received: _____

*Future Public Notice Mailing costs are comprised of a radius map (\$25), labels (\$5 per page) and first class postage.
Resubmittal fee: \$250

WIRELESS COMMUNICATION FACILITY APPROVAL CHECKLIST

The following checklist is designed to assist petitioners in preparing required materials for review. The petitioner should check off each item to ensure that it is included. **ITEMS OMITTED WILL DELAY REVIEW PROCEDURES.** Utility plans, landscaping plans, architectural elevations, etc. may be shown on separate sheets. The following items are required as part of a complete telecommunications siting plan approval application.

YES NO

- | | | | |
|--------------------------|--------------------------|----|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. | Completed application and fee plus Planning Advisory (PA) date _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. | Certificate of title executed by a reputable title insurance company or an attorney licensed to practice law in the State of Florida, stating that the property described in the survey supplied with the application is owned by the petitioner. If not all of the property is owned by the petitioner, a letter of authorization by each property owner who has an interest in the property for which the approval is being sought shall be required prior to processing the application. |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. | Eighteen (18) detailed, professionally signed and sealed telecommunications siting plans drawn to scale on 24" x 36" sheet size and folded to 9" x 12". An engineering scale with adequate resolution for verification of measurements should be used. The telecommunications siting plan shall include the following: |
| <input type="checkbox"/> | <input type="checkbox"/> | a) | Name and address of owner, applicant, and person preparing the telecommunications siting plan. |
| <input type="checkbox"/> | <input type="checkbox"/> | b) | Title and/or project name, project address and developer/builder. |
| <input type="checkbox"/> | <input type="checkbox"/> | c) | Date, location map, north arrow, and graphic scale. The location map and site map should be oriented to same north arrow. |
| <input type="checkbox"/> | <input type="checkbox"/> | d) | Locational sketch showing property line, the property in relation to adjacent area, watercourses, and other essential features. |
| <input type="checkbox"/> | <input type="checkbox"/> | e) | Site data, including: zoning and Comprehensive Plan designation of the site and adjoining properties, square footage of structures, proposed and maximum permitted height of structures, |
| <input type="checkbox"/> | <input type="checkbox"/> | f) | Proposed/existing lot and building site lines. |
| <input type="checkbox"/> | <input type="checkbox"/> | g) | Proposed location of sidewalks, bike paths, bike rack, litter containers, dumpster, curbs, gutters, water mains, sanitary sewers, storm drains, manholes, inlets, seawalls or wells. |
| <input type="checkbox"/> | <input type="checkbox"/> | h) | Existing and proposed fire hydrants |
| <input type="checkbox"/> | <input type="checkbox"/> | i) | Landscape yards, irrigation system, or treatment of perimeter areas such as fences, walls or beams. |
| <input type="checkbox"/> | <input type="checkbox"/> | j) | Complete dimensioning of driveways and aisles, vertical clearance and intersection radii. |
| <input type="checkbox"/> | <input type="checkbox"/> | k) | Location, percentage, and size of areas to be conveyed, dedicated or reserved as open space, public parks, recreational, and similar uses. |
| <input type="checkbox"/> | <input type="checkbox"/> | l) | Name of adjoining property owners or development projects. |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. | Where a telecommunications siting plan covers only a part of real property owned by the applicant, a master phasing plan shall be provided. |

- 5. Three (3) typed and sealed 8-1/2"x14" legal descriptions and three (3) sealed and signed surveys (including crown of road elevation prepared by a registered land surveyor).
- 6. Preliminary design of bridges or culverts as may be required.
- 7. An existing tree survey depicting all trees having a diameter 2" or greater as measured 4-1/2 feet above the ground.
- 8. Five (5) hard copies of a traffic study and or parking accumulation study and two (2) electronic pdf files of the traffic study and/or parking study and telecommunications siting plan (11"X17"), if required by City Traffic Engineer.
- 9. If a traffic study is required for this application, please note additional fees will be due for Palm Beach County reviews.
- 10. All Planning Advisory (PA) comments have been addressed.
- 11. A computer generated colorized copy of the telecommunications siting plan and floor plan and elevations will be required prior to the scheduling of a public hearing.
- 12. A signed letter from the property owner stating that the final plans have been reviewed and approved, will be required prior to the scheduling of a public hearing.
- 13. Please meet with your project planner about one week prior to formal submittal to ensure that the information, drawings, etc., are complete. We will not process any applications until all pertinent information and fees have been received and determined to be complete.

I HEREBY CERTIFY THAT THE WIRELESS COMMUNICATIONS FACILITY APPLICATION INFORMATION SUBMITTED IS COMPLETE, ACCURATE AND CORRECT, TO THE BEST OF MY KNOWLEDGE.

Signed: _____

Date: _____

NOTE: Any person who acts as a lobbyist pursuant to City Code, Article V. Code of Ethics, Division 2, Lobbyist Registration, must register with the City Clerk prior to engaging in lobbying activities.

NOTE: Attach THREE (3) **sealed and signed** surveys/legal descriptions (survey not more than six months old) of subject property; complete telecommunications siting plan approval checklist, and EIGHTEEN (18) **sealed and FOLDED** copies of the proposed telecommunications siting plan.