Communications Tower Application Checklist
City of Pooler, Georgia

Date Submitted: _____

APPLICANT'S NAME: _____
Phone: _____ FAX: _____ E-mail: _____
PROPERTY OWNER: _____ Phone: _____
APPLICANT'S CONTACT: _____
Address _____
Phone: _____ FAX: _____ E-mail: _____
Lessor/Licensor Contact Information:
Name: _____
Address: _____
Phone: _____ FAX: _____ E-mail: _____

Commercial Wireless Provider _____

New Structure: Yes [ ] No [ ] Co-location: Yes [ ] No [ ] Water Tower: Yes [ ] No [ ]

Replace Existing Structure: Yes [ ] No [ ] Replacement (upgrade) of existing antennas Yes [ ] No [ ]

Stealth Attached Facility: Yes [ ] No [ ] New Stealth Antenna Support Structure: Yes [ ] No [ ]

FACILITY INFORMATION:

Site Address: _____

Latitude (NAD83): _____ Longitude (NAD83): _____

Ground Elevation (AMSL) (ft): _____ Total Height of Tower: (AGL) (ft) _____

RAD Center (ft): _____

TAX Parcel Identification Number: _____

Present Zoning of Property: _____

Land Use and Description of Property: _____

FCC Antenna Structure Registration Number (ASR) (if applicable): _____

The following must be enclosed with this application:

1. A map (electronic preferable) of the same search ring submitted and used by the applicant's site locator;
2. A map (electronic preferable) indicating applicant's existing RF signal propagation;
3. A map (electronic preferable) indicating applicant's proposed new RF signal propagation;
4. A statement (electronic preferable) from a qualified individual that the applicant will comply with all FCC rules regarding human exposure to RF energy, along with the individual's qualifications.
5. A statement (electronic preferable) from the applicant that the applicant will comply with all applicable FCC rules regarding radio-frequency interference;
6. A statement (electronic preferable) that the submitted search ring is the same as utilized in the selection of the site;
7. Complete plans of the proposed facility to include a structural certification by a Registered Professional Engineer that the facility complies with applicable Federal, State and County building codes;

Please Note: Supplemental information may be requested for purposes of clarity or confirmation.

Communications Tower Application Checklist
City of Pooler, Georgia

SUBMITTAL REQUIREMENTS

	Concealed Attached	Colocation or Combined	Concealed Freestanding	Non-Concealed Attached	Non-Concealed Freestanding	Reconstruction or Replacement	Antenna Element Replacement
Application form	√	√	√	√	√	√	√
Payment of fees	√	√	√	√	√	√	√
Proof of subject parcel ownership	√	√	√	√	√	√	√
Applicant authorization	√	√	√	√	√	√	√
Evidence of Need	√	√	√	√	√	√	√
Statement that no other higher ranked alter-natives are available		√	√	√	√	√	
Graphics:							
• Location map	√	√	√	√	√	√	√
• Color coverage maps	√	√	√	√	√	√	
Site Plan							
• Listing of adjacent zoning			√	√	√	√	
• Access	√	√	√	√	√	√	
• Landscaping	√	√	√	√	√	√	
• Drainage	√	√	√	√	√	√	
• Utilities	√	√	√	√	√	√	
• Height	√	√	√	√	√	√	
• Type	√	√	√	√	√	√	
• Setbacks (Statement meeting break-point technology (if applicable)			√		√	√	
• Aesthetics			√		√	√	
• Equipment compound			√		√	√	
• Lighting			√		√	√	
• Signage			√		√	√	
WTF Plan			√		√	√	
• Elevation drawings	√	√	√	√	√	√	
• Elevation views	√	√	√	√	√	√	
• Mounting locations and brackets	√	√	√	√	√	√	
• Equipment brochures	√	√	√	√	√	√	
• Collocation verification	√	√	√	√	√	√	
Visual Impact Analysis							
• Line of sight			√		√	√	
Note: For each requirement, a √ symbol means that it applies to the facility type in the corresponding column							

Communications Tower Application Checklist
City of Pooler, Georgia

	Concealed Attached	Colocation or Combined	Concealed Freestanding	Non-Concealed Attached	Non-Concealed Freestanding	Reconstruction or Replacement	Antenna Element Replacement
• Photo Simulations			√		√	√	
• Balloon Test			√		√	√	
Documentation							
• Height	√	√	√	√	√	√	
• Radio Authorization Form ?			√		√	√	
• FAA Compliance			√		√	√	
• SHPPO			√		√	√	
• RF engineer qualifications	√	√	√	√	√	√	
Documentation				√			
• Height	√	√	√	√	√	√	
• Radio Authorization Form ?	√	√	√	√	√	√	
• FAA Compliance	√	√	√	√	√	√	
• SHPPO	√	√	√	√	√	√	
• RF engineer qualifications	√	√	√	√	√	√	
• Structural loading analysis	√	√	√	√	√	√	
• Environmental	√	√	√	√	√	√	
• Compliance with public safety communications standards	√	√	√	√	√	√	
• Statement of RF emissions compliance	√	√	√	√	√	√	√
• FAA airspace compliance (if applicable)	√	√	√	√	√	√	√
• Handoff candidates, R.F. frequency plot plan, latitude and longitude; antenna heights and power levels	√	√	√	√	√	√	√
• Map of search ring	√	√	√	√	√	√	√
• Notices sent to nearby property owners (if applicable)			√		√	√	
Reason for modifications						√	√
Description of modifications						√	√

Note: For each requirement, a √ symbol means that it applies to the facility type in the corresponding column

Communications Tower Application Checklist
City of Pooler, Georgia

THE CITY SHALL REVIEW THE COMPLETED APPLICATION AND ADVISE THE APPLICANT IF THE MATERIALS SUBMITTED ARE COMPLETE OR INCOMPLETE WITHIN FIFTEEN BUSINESS DAYS OF THE DATE OF APPLICATION SUBMISSION.

APPLICANT'S CERTIFICATIONS

The applicant represents and certifies that the following are true and accurate:

- ✓ The proposed WCF complies with and at all times will be maintained and operated in accordance with, all applicable FCC rules and regulations with respect to environmental effects of electromagnetic emissions.
- ✓ The applicant certifies that all statements, certifications and representations supplied in this application are true and correct and that the persons signing the application are duly authorized to execute this application and otherwise to act on behalf of the applicant.
- ✓ All improvements constructed as part of the wireless telecommunications facility shall comply with the Uniform Building Code, National Electrical Code, Uniform Plumbing Code, Uniform Mechanical Code, Uniform Fire Code, and structural standards of the Electronic Industries Association/Telecommunications Industry Association, where applicable.

Date: _____

Signature of Applicant:_____

Date Received by City: _____

Fee Amount Received: _____

Application Complete or Incomplete: _____

Date of Notification to Applicant: _____

Schedule of Fees

Alcoholic Beverage License Fees:	
Retail wine & beer or other malt beverages	$460.00
Wholesale beer or other malt beverages	$935.00
Retail liquor - sale by package only	$750.00
Retail liquor - sale by drink only	$1,500.00
Retail liquor - sale by package and drink	$2,000.00
Wholesale liquor	$1,500.00
Wholesale wine	$150.00
Transfer of license (change in management, not ownership)	$25.00
Sunday Sales	$150.00
Boring Fees:	
0' to 20'	$1,500.00
20' to 50'	$2,500.00
Building Permit Fees:	
Single family residence - less than 3000 sq ft	$400.00
Single family residence - more than 3000 sq ft	$500.00
Multi-family (per unit)	$400.00
Buildings other than residential - by total valuation:	
$1000 and less (per inspection)	$50.00
$1000 to $50,000 (first $1000) - plus $5.00 for each add'l thousand or fraction thereof, to and including $50,000	$50.00
$50,000 to $100,000 (first $50,000) - plus $4.00 for each add'l thousand or fraction thereof, to and incl. $100,000	$300.00
$100,000 to $500,000 (first $100,000) - plus $3.00 for each add'l thousand or fraction thereof, to and incl. $500,000	$500.00
$500,000 and up (first $500,000) - plus $2.00 for each add'l thousand or fraction thereof	$2,500.00
Garages, storage building, residential additiona (per inspection)	$35.00
Retrofitting commercial rental space	$50.00
Plan Review Fee:	
Residential	$50.00
Commercial	$300.00
Residential Re-Inspections	$45.00
Cell Tower Submittal Fee:	
New structure, replacement or co-location (does not include cost for site plan or conditional use)	$3,500.00
Modification of existing cell tower	$1,750.00
Cemetery Fees:	
Burial, ashes	$20.00
Children	$25.00
All others	$75.00
Cost of lots (per space)	$250.00
Conditional Use Request (CUP):	
Includes one (1) sign	$150.00
Amendment to conditions placed on CUP	$100.00
Copy fees: (per page)	$0.25
Audio tapes of meetings (tape provided by requested party)	$2.00
Audio tapes of meetings (tape furnished by city)	$3.00
Culvert permit	$35.00