

PATRICK COUNTY COMMUNICATION TOWER ORDINANCE

Patrick County
106 Rucker Street
Stuart, VA 24171
276-694-6094
276-694-2160 (fax)

NEW TOWER APPLICATION PRELIMINARY CHECKLIST FINAL CHECKLIST

As approved by the Planning Commission on April 5, 2011

Client: _____

Client Contact: _____

Client Contact Number: () _____

Date: _____

NOTICE: The applicant should check with the County Administration Office to verify if any towers have been approved in close proximity to the proposed site, monitor the Planning Commission Meetings for proposals until approval, and refer to the Communication Tower Ordinance.

SITE INFORMATION

District, Tax Map, & Parcel Information: _____			
Site Address: _____			
City: _____	State: _____	Zip Code: _____	
Site Type:	Raw land Purchase <input type="checkbox"/>	Raw land Perpetual Easement <input type="checkbox"/>	Raw land Lease <input type="checkbox"/>
Other: _____			
Lat:	° _____	' _____	" _____
Long:	° _____	' _____	" _____
Lot Size:	_____		
Comments: _____			

LANDOWNER INFORMATION

Private <input type="checkbox"/>	Corporation <input type="checkbox"/>	Partnership <input type="checkbox"/>	County <input type="checkbox"/>	City <input type="checkbox"/>	Town <input type="checkbox"/>
Owner Name #1: _____			Owner Name #2: _____		
Tax ID or SS #: _____			Tax ID or SS #: _____		
Owner Address: _____			Tel (H): () _____		
City: _____	State: _____	Zip Code: _____	Tel (W): () _____		
Contact Name: _____			Contact Home Number: () _____		
Contact Address: _____			Contact Work Number: () _____		
City: _____	State: _____	Zip Code: _____	Zip Code: _____		

DIRECTIONS AND VISUAL MARKINGS

NOTE: The site must be visually and physically marked in the field for easy identification for County staff and officials

UTILITIES

Existing Power at Site:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Power Company: _____
Existing Telco at Site:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Telephone Company: _____
Utility Easement Required:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

PERMANENT ACCESS

Is Access obtained in this Agreement:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are there Road Restrictions:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Does Existing Access Need Improvements:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Existing Access: Width: _____	Length: _____	
New Access: Width: _____	Length: _____	
Is Access granted to all Co-locators in the easement: _____		

Applicant Checklist	County Checklist	Planning Commission Checklist
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PRELIMINARY CHECKLIST

All items must be included in the Preliminary Application and 7 individual packets submitted to the Patrick County Building Official's office with the application fee.

- Is this tower within two (2) miles of another communication tower?
- Design drawings and plans stamped by a licensed engineer for all proposed structures and shall describe and illustrate, among other things, maximum structural capacity for co-locations with longitude and latitude as required by the Ordinance to Patrick County Building Department
- Engineering report certifying that the proposed tower is compatible for four (4) co-location providers
- An Arial photo map illustrating the location of the proposed site including sub-sections listed below:
 - Indicate all habitable dwellings within 500ft.
 - Indicate area perimeter of tower failure by a certified, Virginia licensed Professional Engineer (fall zone) plus a 50 ft buffer zone.
 - Indicate all existing towers within a 5 mile radius.
 - Indicate all adjoining property parcels with Tax ID numbers and owner information.
- Documentation of secured lease and/or easements and right-of-ways for all co-locators, and agents of, for access to the site
- Erosion & Sediment plan submitted to Patrick County Erosion & Sediment Control Office including natural vegetation or evergreen buffer with a minimum 6 ft. tall fence
- Visual Analysis
 - Evidence of advertising at least one week prior to Balloon test in the local newspaper of general circulation and notification to the adjoining property owners, County Administrator, and Chairman of the Planning Commission by certified mail with proof of receipt of acceptance
 - Evidence of Balloon test with date and time
 - Evidence of advertising at least one week prior to public hearing in the local newspaper of general circulation.
- A letter of intent from a primary service provider
- Signed statement that owner will maintain tower in compliance with applicable Federal and State Regulations
- Signed statement that proposed tower will meet or exceed current standards and regulations of the American National Standards Institute
- Hardship Waiver Request Yes No If yes, applicant must submit a technical report and supporting documentation demonstrating one or more of the following:
 - The unavailability of co-location opportunities
 - The unavailability of sites
 - Construction constraints
 This must be forwarded from the Planning Commission to the Board of Supervisors for a Waiver Request
- Application Fee - \$500 (*Fee must be in the form of a check made to: "Treasurer of Patrick County"*).

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FINAL CHECKLIST *Signatures from all departments listed below are required before permit issuance.*

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Recommendation from the Patrick County Planning Commission
			Chairman's signature _____
			Date _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Approval from Patrick County BOS. Chairman's signature _____
			Date _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Approval from Patrick County Administrator
			Administrator signature _____
			Date _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Approval from Erosion & Sediment that all E & S requirements and permits have been acquired.
			E&S Inspector's signature _____ Date _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Approval from Building Department Building Official's signature _____ Date _____
			This application shall expire on this date _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A completed "Address Assignment Form" from the Office of Emergency Management/MECCA 9-1-1
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Permit Fee – See Building Permit Fee Schedule

GENERAL PROVISIONS

APPLICANT to read and sign:

1. Applicant has read and understands the Patrick County Communications Tower Ordinance dated June 8, 2009 and as amended from time to time.
2. No work may start until a permit is issued.
3. The permit may be revoked if any false statements are made herein.
4. If revoked, all work must cease until permit is re-issued.
5. The approved application will expire within 180 days from the date of the Building Official's approval signature if no permit has been acquired.
6. The permit will expire if no work is commenced within six months of issuance of the permit.
7. Applicant is hereby informed that other permits may be required to fulfill local, state, and federal regulatory requirements.
8. Applicant hereby gives consent to the County of Patrick or its representative to make reasonable inspections and repairs as deemed necessary.
9. I, THE APPLICANT, CERTIFY THAT ALL STATEMENTS HEREIN AND IN ATTACHMENTS TO THIS APPLICATION ARE, TO THE BEST OF MY KNOWLEDGE, TRUE AND ACCURATE.

 (APPLICANT SIGNATURE)

 DATE

 PRINT NAME

 TITLE