



ELIGIBLE WIRELESS COMMUNICATIONS FACILITIES MODIFICATION APPLICATION

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Ridgefield, WA 98642
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FILE #
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A. APPLICANT INFORMATION

Applicant legal and dba name _____

Mailing address _____

City, State, ZIP _____

Washington tax number _____

Contact phone number _____

Applicant contact name (registered agent of applicant in Washington State for corporation or principal for other entity) _____

Business address for above individual _____

City, State, ZIP _____

B. APPLICATION REQUIREMENTS

- 1. **MASTER APPLICATION FORM:** three (3) copies of the completed Master Land Use Application form with original signature(s).
- 2. **CHECKLIST:** Provide one (1) copy of this completed submittal checklist.
- 3. **SITE PLANS:** Provide one (1) set of site plan and antenna plans showing existing configuration and proposed modifications, in addition to electronic PDF files of all plans.
- 4. An assertion that the proposed facilities modification is subject to review under Section 6409 of the Spectrum Act.
- 5. If the applicant is not the owner or person in control of the eligible support structure and/or site:
An attestation that the owner or person in control of the eligible support structure and/or site has consented to the proposed facilities modification. If the eligible support structure is located in a public right-of-way, the applicant must also attest that applicant has authorization to install, maintain and operate transmission equipment in, under and above the public right-of-way.
- 6. If the applicant proposes a modification involving collocation of transmission equipment or the replacement of transmission equipment:
Complete copies of the underlying land use approvals for siting of the tower or base station proposed to be modified, establishing that, at the time of submittal of the application, such tower or base station constituted an eligible support structure.
- 7. If the applicant proposes a modification that will result in an increase in height of the eligible support structure:
Record drawings, as-built plans, or the equivalent, showing the height of the eligible support structure, (a) as originally constructed and granted approval by the city or other applicable local zoning or similar regulatory authority, or (b) as of the most recent modification that received city, or other local zoning or regulatory approval, prior to the passage of the Spectrum Act, whichever height is greater.
- 8. If the applicant proposes a modification to an eligible support structure, which structure, or proposed modification of the same, is subject to pre-existing restrictions or requirements imposed by a reviewing official or decision-making body pursuant to authority granted under the city code, or an ordinance or a municipal code of another local government authority:

A copy of the document (e.g., CUP or SUP) setting forth such pre-existing restrictions or requirements together with a certification that the proposed facilities modification conforms to such restrictions or requirements; provided that, such certification shall have no application to the extent the proposed facilities modification relates solely to an increase in height, increase in width, addition of cabinets, or new excavation, that does not result in a substantial change in the physical dimensions of the eligible support structure.

- 9.** If the applicant proposes a modification to an eligible support structure, which structure, or proposed modification of the same, is subject to pre-existing concealment restrictions or requirements, or was constructed with concealment elements:

Written statement of facts and circumstances demonstrating that the proposed modification would not defeat the existing concealment elements of the eligible support structure.

If the proposed modification will alter the exterior dimensions or appearance of the eligible support structure, include a detailed visual simulation depicting how the eligible support structure will appear after the proposed modification is complete. The visual simulation shall depict to scale the eligible support structure in relation to the trees, landscaping and other structures adjacent to, or in the immediate vicinity of, the eligible support structure.

- 10.** If the applicant proposes a modification that will protrude from the edge of a non-tower eligible support structure:

Record drawings, as-built plans, or the equivalent, showing at a minimum the edge of the eligible support structure at the location of the proposed modification.

- 11.** If the applicant proposes a modification to an eligible support structure that will (a) include any excavation, (b) would result in a protrusion from the edge of a tower that exceeds an existing protrusion of any transmission equipment attached to a tower, or (c) would protrude from the edge of a non-tower eligible support structure:

Written description of the boundaries of the site together with a scale drawing based on an accurate traverse, with angular and lineal dimensions, depicting the boundaries of the site in relation to the tower or base station proposed to be modified and depicting the proposed location, elevation and dimensions of the new or replacement transmission equipment.

A survey by a land surveyor licensed in the state of Washington may be required when, in the judgment of the City, a survey is reasonably necessary to verify the boundaries of the site to determine if the proposed facilities modification would result in a substantial change in the physical dimensions of the eligible support structure.

- 12.** If the applicant proposes a modification to the eligible support structure that includes hardening through structural enhancement:

A technical report by a qualified engineer accredited by the state of Washington, demonstrating that the structural enhancement is performed in connection with and is necessary to support the proposed collocation, removal, or replacement of transmission equipment and conforms to applicable code requirements.

- 13.** If the applicant proposes a modification to a tower, the following shall be required:

A stamped report by a state of Washington registered professional engineer demonstrating that the tower with the proposed modifications will comply with applicable structural, electrical and safety codes, including by way of example, and not limitation, EIA/TIA-222-Revision G, published by the American National Standards Institute (as amended), allowable wind speed for the applicable zone in which the tower is located, and describing the general structural capacity of the tower with the proposed modifications, including:

- i. The number and type of antennas that can be accommodated;
- ii. The basis for the calculation of capacity; and
- iii. A written statement that the proposal complies with all federal guidelines regarding interference and ANSI standards as adopted by the FCC, including but not limited to nonionizing electromagnetic radiation (NIER) standards.

- 14.** If the applicant proposes a modification to a base station:

A stamped report by a state of Washington registered professional engineer demonstrating that the base station, with the proposed modifications, will comply with applicable structural, electrical and safety codes.

- 15. If the applicant proposes a modification requiring alteration to the eligible support structure, excavation, installation of new equipment cabinets, or any other activities impacting or altering the land, existing structures, fencing, or landscaping on the site:

A detailed site plan and drawings, showing the true north point, a graphic scale and, drawn to an appropriate decimal scale, indicating and depicting, (a) the location, elevation and dimensions of the existing eligible support structure, (b) the location, elevation and dimensions of the existing transmission equipment, (c) the location, elevation and dimensions of the transmission equipment, if any, proposed to be collocated or that will replace existing transmission equipment, (d) the location, elevation and dimensions of any proposed new equipment cabinets and the intended use of each, (e) any proposed modification to the eligible support structure, (f) the location of existing structures on the site, including fencing, screening, trees, and other significant site features, and (g) the location of any areas where excavation is proposed showing the elevations, depths, and width of the proposed excavation and materials and dimensions of the equipment to be placed in the area excavated.

- 16. Copies of any environmental documents required by any federal agency.

Please contact the Community Development Department at (360) 887-3557 if you have questions about which materials are required for your project.

C. APPLICATION FEES

Fees must be paid at time of application. Please make checks payable to City of Ridgefield.

- The fee for **Eligible Facilities Modification** is \$150.

By affixing my signature hereto, I certify under penalty of perjury that the information furnished herein is true and correct to the best of my knowledge. I have owner(s) permission to submit this application. I agree to hold harmless the City of Ridgefield as to any claim (including costs, expenses and attorney's fees incurred in the investigation of such claim) which may be made by any person, including myself, and led against the City of Ridgefield, but only where such claim arises out of the reliance of the City, including its officers and employees, upon the accuracy of the information provided to the City as a part of this application.

Applicant's Signature

Date

Print Applicant's Name