

Small Wireless Facilities Application #: _____

Small Wireless Facilities

Date: _____



CITY OF RUSSELLVILLE
Planning and Zoning Department
220 N. Knoxville
Russellville, AR 72801

Telephone (479) 968-2406; Fax (479) 968-2358

APPLICATION FOR A SMALL WIRELESS FACILITY

Please fill out this form completely, supplying all necessary information and documentation to support your request. Your application will not be processed until all the information and documentation is furnished.

Application:

Indicate one contact person for this request

Applicant

Representative

Applicant / Representative (person making request.)

Name (Person/Company)

Address

Telephone

E-mail

The undersigned acknowledges that additional City of Russellville zoning and/or permitting review requirements may be identified during the review of this small wireless telecommunication permit application and the fulfillment of such requirements is the responsibility of the applicant.

Signature of Applicant / Representative

Printed Name of Applicant / Representative

Date

Permit Application Fees:

\$100.00 for Co-Location on Existing
\$75.00 for Each Additional Facility

\$250.00 Installation New Facility

* Up to ten (10) facilities may be submitted every seven (7) calendar days.

Annual Fees:

\$30.00 for each NEW Facility;

\$240.00 for Authority Pole

Date: _____

Application Checklist:

Submit the following information with this application in PDF format to the Community Development Department at City Hall. Hard copies are not required unless a building permit is being submitted.

- 1 Application Fee. A fee in the amount of \$100 for the first collocation on an existing structure, plus \$75 for each additional collocated facility. A fee in the amount of \$250 for the installation of a New Facility. Consolidated applications for more than one facility may include up to ten (10) individual small wireless facilities of substantially similar design every seven calendar days.
- 2 For co-located facilities, a signed letter from the owner is required indicating the intent and agreement to allow co-location of facilities.
- 3 A map of the geographic area that will be served.
- 4 A map showing existing or planned small wireless facilities within 500 feet of the facility.
- 5 A scaled site plan including
 - a. Property Boundaries
 - b. Proposed Facility
 - c. Existing Land Use
 - d. Surrounding Land Uses and zoning
 - e. Site access location and surface material
 - f. Existing and proposed structures and topography
 - g. Proposed landscaping, fencing, parking areas, signage, and lighting.
- 6 Street Right-of-Way excavation detail as needed by the City Engineering Division
- 7 Structural Drawings and a structural report that show and dimension the proposed facility and, as appropriate, any structure upon which a facility is co-located.
 - a. This is to include elevations and/or renderings of the proposed facility.
- 8 A description of why the proposed location is superior, from a community perspective, to other potential locations, including consideration for the following factors:
 - a. Visual Aspects
 - b. Setbacks
 - c. Proximity to Single Family Residences.
- 9 A description of efforts to co-locate your facility on existing structures, one of the poles or towers that currently exists, or is under construction. A good faith effort shall be demonstrated to co-locate with another carrier. The City may deny a request to construct or install a new structure by an applicant that has not demonstrated a good faith effort. Such good faith effort includes:
 - a. A survey of existing structures that may be feasible sites for co-locating wireless communication facilities.
 - b. Contact with other telecommunications providers
 - c. Sharing information necessary to determine if co-location is feasible under the design configuration most accommodating to co-location.
 - d. Letter from tower and pole owner stating why co-location is not feasible
- 10 A description of efforts to use stealth technology or camouflage a facility.
 - a. Camouflaging and stealth technology are required for all new facilities in residential areas, improvement districts, and areas where underground utilities have been installed.
 - b. The Planning and Development Department may approve installation of standard utility poles where it will not degrade the streetscape as long as they are camouflaged.
- 11 A description of whether a site and/or applicant will or will not accommodate equipment of other telecommunication that could co-locate on their facility.

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Small Wireless Individual Facility Review

Location of Proposed Facility:

Address (or closest Address)

Parcel Number (or closest parcel number)

Facility Lat/Long in Decimal Degrees
(to at least 5 decimals: ex. 35.27603, -93.13842)

Identify the type of proposed wireless Facility (check one)

New Standalone

Co-Located on an existing pole

• If Co-Located , identify the existing structure: _____
(e.g. Entergy Light Pole, Traffic Signal, Building,etc.)

• And indicate the Facility Owner: _____
Owner Name

New Standalone towers on private property shall comply with Tower Use Permit §3.18/, Location of Commercial Communication Towers.

Facility / Equipment Details:

New antenna(s)

Model # or Name	Type	Quantity	Height	Width/Diameter	Depth	Cubic Feet

New Equipment

Model # or Name	Type	Quantity	Height	Width/Diameter	Depth	Cubic Feet

Street / Right-of-Way Excavation Review:

Is underground excavation or boring proposed within the City ROW, or on City Property? ___ Yes ___ No
If yes, provide map and details showing location and extents of the proposed improvements.

Are any streets or sidewalk cuts proposed? ___ Yes ___ No
If yes, provide details of sidewalk and/or pavement repairs. Utilize Cite Standard details within ROW

Staff Use Only:

Approval By: _____ Date: _____

Conditions: The scope of work shall be completed as approved and _____