

ZONING COMPLIANCE REVIEW FOR CO-LOCATION ON, MODIFICATION TO AND/OR INSTALLATION OF ADDITIONAL EQUIPMENT FOR EXISTING TELECOMMUNICATION TOWER(S) (ZCRT)

PLEASE READ NOTE AND SIGN BELOW:

THE SUBMITTED APPLICATION PACKAGE REQUIRES SPECIFIC REPORTS/ INFORMATION WHICH MAY NOT BE ADEQUATE AS DETERMINED THROUGH THE REVIEW PROCESS. ADDITIONAL INFORMATION MAY BE REQUIRED. ALSO, THE ACCEPTANCE OF THE APPLICATION PACKAGE DOES NOT MEAN THE SPECIFIC INFORMATION HAS BEEN APPROVED AND IN FINAL FORM. REVISIONS TO THE DOCUMENTS AND/OR REPORTS MAY BE REQUIRED. YOUR SIGNATURE BELOW INDICATES ACCEPTANCE OF THESE CONDITIONS.

Date: _____ Type of Application:

**Zoning Compliance Review
Telecommunication Tower No.**

Applicant's/Representative's/Owner's Signature

NOTICE: All information, including emails, submitted to Pueblo County Department of Planning and Development is considered public record and is therefore available for public review.

Assessor's Tax Parcel No.: _____

Address and Common Name of Tower Site: _____

1. Please list the name, address, and telephone number of the following (some may not be applicable):

Applicant(s): _____
Address/Zip: _____
Telephone Numbers: _____
Email Address: _____

Tower Owner(s): _____
Address/Zip: _____
Telephone Numbers: _____
Email Address: _____

Property Owner(s): _____
Address/Zip: _____
Telephone Numbers: _____
Email Address: _____

2. Zone District and Special Use Permit No.: _____

3. Latitude and Longitude of Tower: _____

**ZONING COMPLIANCE REVIEW CHECKLIST FOR CO-LOCATION ON,
MODIFICATION TO AND/OR INSTALLATION OF ADDITIONAL EQUIPMENT
FOR EXISTING TELECOMMUNICATION TOWER(S)**

THE FOLLOWING ITEMS MUST BE SUBMITTED IN .PDF FORMAT ALONG WITH THE APPLICATION:

Applications for the installation/modification of additional antennas, dish receivers and/or remote radio heads (RRH), etc. upon an existing tower as well as the installation/modification of related accessory buildings, equipment and support facilities within a previously approved/designated leased area shall include, but are not limited to, the following:

- _____ 1. **Project Summary** that includes:
 - _____ Representative contact information (name, address, phone number and email address)
 - _____ A summary of the proposal, including number of antenna/dish receivers/RRH to be installed/replaced, the installation of new equipment shelters/ cabinets, etc.

- _____ 2. **Title Sheet** with a **SITE INFORMATION** section that contains:
 - _____ Tower Owner, Site Name, Site Number
 - _____ Latitude and Longitude of the Existing Tower
 - _____ Zone District
 - _____ Special Use Permit Number
 - _____ Assessor's Parcel Number

- _____ 3. **Overall Site Plan** (drawn to scale) of the subject property that contains:
 - _____ Parcel dimensions and acreage
 - _____ Location of Leased Parcel with setbacks dimensions from said boundary to the property boundary
 - _____ North Arrow and Scale
 - _____ Name of access road to site (s)
 - _____ Access and/or Utility Easement(s) (Existing and Proposed)

Enlarged Site Plan of the Leased Parcel (drawn to scale) that contains:

 - _____ Leased Parcel dimensions and acreage
 - _____ Existing tower with the four (4) setback dimensions from the leading edge of the tower to the boundary of the leased parcel
 - _____ The specific carrier's leased area with dimensions which surround the existing related accessory buildings and support facilities with setback dimensions from the boundary of the leased area to the boundary of the leased parcel
 - _____ The separation distance between the leading edge of the existing tower and the specific carrier's leased area
 - _____ All existing leased areas with dimensions
 - _____ Overall height of the proposed related accessory buildings and support facilities
 - _____ Overall height and type of security fencing encompassing the leased parcel
 - _____ North Arrow and Scale
 - _____ Name of access road to site(s)
 - _____ Access and/or Utility Easement(s) (Proposed)

Tower Diagrams and/or Elevations (does not have to be drawn to scale, but needs to be legible) that contains:

 - _____ Overall tower height **including** any attached lightning rod or lighting fixtures
 - _____ Overall height of all existing AND proposed antenna and/or dish receivers mounted on the tower
 - _____ Scale (if applicable)

- _____ 3. Copy of Structural Evaluation/Analysis for current project
- _____ 4. A nonrefundable application fee of \$ _____
- _____ 5. Applicable Checklist / Staff Initials

NOTE: None of the drawings required above shall be larger than 11" x 17" and shall be provided in .pdf format.

ALL items as listed above must be submitted in order for the Application to be considered complete).

A **complete** application will be assigned, reviewed by staff, and returned (for modification/correction, if applicable) to the applicant within 10 to 14 working days of the date of submittal with any necessary/additional review and request for modifications/corrections being processed within 5-7 working days from the date of receipt.