



Planning and Zoning Department
2116 Stallings Street, NW
Covington, Georgia 30014
Phone: (770) 385-2020
Fax: (770) 385-2170

June 2008
APPLICATION FOR
TELECOMMUNICATIONS SUPPORT
STRUCTURES
(Code Section 16.56.050)

TSS# _____

EXPIRATION DATE _____

All applications for telecommunications support structures are reviewed by the Planning and Zoning Department for completeness prior to being processed. **Incomplete applications will not be accepted.** Prior to submitting an application, applicants are strongly encouraged to consult with the Planning and Zoning Director and review the City's inventory of potentially available sites for co-location. Please refer to Chapter 16.56 of the zoning ordinance for all guidelines and requirements for the siting of telecommunications support structures and antennas.

I. PROPERTY OWNER

Name (Applicant or Individual):	
Mailing Address: (Street, City, State, Zip Code)	
Daytime Telephone:	Fax:
Email:	

II. APPLICANT

Name (Applicant or Individual):	
Mailing Address: (Street, City, State, Zip Code)	
Daytime Telephone:	Fax:
Email:	

III. PROPERTY INFORMATION

Property Address:	
Tax ID/Parcel Number(s):	Parcel Size (Acres):
Existing Land Use:	
Existing Zoning District:	



IV. TELECOMMUNICATIONS SUPPORT STRUCTURES APPLICATION REQUIRED

ITEMS: *The following items must be submitted as concurrent attachments to the application.*

- Application fee made payable to the City of Covington, as follows:

Administrative Approvals	\$500
Construction of New Support Structure up to 100 feet	\$1,000
Construction of New Support Structure Greater than 100 feet	\$3,000
Special Use Permit for Location of Antenna on Support Structure or Alternative Support Structure	\$500
All Other Applications	\$500
- One (1) original signed application and twelve copies**
- Two (2) copies of a survey, sealed by a State of Georgia registered surveyor, showing the location of lot lines, leased areas, easements, access points, structures, screening and landscaping existing on site**
- Two (2) copies of a site plan(s) to scale, specifying the location of the telecommunications facilities, transmission buildings and/or other accessory uses, access, parking, fences, landscaped areas, and adjacent land uses
- One (1) copy of scaled elevations showing the impact of the proposed support structure or antenna.
- One (1) copy of a paper location map
- One (1) copy of a landscaped plan to scale indicating size, spacing and type of plantings
- One (1) copy of a full description of the environment surrounding the proposed telecommunications facility, including any adjacent residential structures and districts, structures and sites of historic significance, streetscapes or scenic view corridors.
- A description of anticipated maintenance needs for the telecommunications facility, including frequency of service, personnel needs, equipment needs, and traffic, noise or safety impacts of such maintenance.
- Information and drawings showing that the proposed facility and support structure satisfy the aesthetic requirements of 16.56.040.E.
- One (1) copy of a digitized location map (in a form compatible with GIS software currently utilized by the City of Covington)
- Two (2) copies of a site plan(s) specifying the location of the telecommunications facilities, transmission buildings and/or other accessory uses, access, parking, fences, landscaped areas, and adjacent land uses
- Report from a professional qualified engineer licensed in the State of Georgia, or other appropriate qualified industry expert, documenting the following:
 1. Support structure or antenna type, height, and design;
 2. Engineering, economic, and other pertinent factors governing selection of the proposed design;
 3. Total anticipated capacity of the telecommunications facility, including numbers and types of antennas which can be accommodated;



IV. TELECOMMUNICATIONS SUPPORT STRUCTURES APPLICATION REQUIRED ITEMS (cont.).

4. Evidence of structural integrity of the support structure or alternative support structure;
 5. Structural failure characteristics of the telecommunications facility and demonstration that site and setbacks are of adequate size to contain debris; and
 6. Certification that the antenna(s) and related equipment or appurtenances comply with all current regulations of the FCC, with specific reference to FCC regulations governing non-ionizing electromagnetic radiation (NIER), and that the radio frequency levels meet the American National Standards Institute (ANSI) guidelines for public safety.
- If the proposed site is in a residential district, applicant must describe why an alternative non-residential site was not proposed by identifying:
- What good faith efforts and measures were taken to secure such an alternate site and why such efforts were unsuccessful;
 - Why such an alternate site was not technologically, legally or economically feasible; and
 - How and why the proposed site is essential to meet service demands for the geographic service area.
- One (1) copy of a utility inventory showing the locations of all water, sewage, drainage and power line easements impacting the proposed support structure site
- One (1) copy of any lease agreements
- If the proposed height exceeds limitations in Section 16.56.080, the applicant must describe why an antenna complying with that height standard is not feasible by showing:
- What good faith efforts were undertaken to secure such an alternative site and why those efforts were not successful
 - Why such an alternative site was not technologically, legally or economically feasible
 - How and why the proposed height is essential to meet service demands for the geographic service area
 - How and why the necessary service cannot be provided with more antennas at a conforming height
- One (1) copy of a proposed five-year plan as required by Section 16.56.040.B.
- One (1) copy of an inventory of existing support and alternative support structures required by Section 16.56.040 D.
- Evidence demonstrating specifically that no existing support or alternative support structure can accommodate the proposed antenna, under section 16.56.040.D.



VIII. AUTHORIZATION FOR OWNER'S APPLICANT(S)/REPRESENTATIVES: *If Applicant is not the property owner, this section must be completed and notarized by a Notary Public.*

I, _____, owner of the subject property identified in this application, do hereby authorize _____	
to act as my applicant/representative(s) in all matters pertaining to the processing and approval of this application, including modifying the project according to the terms and conditions set forth by the City of Covington. I agree to be bound by all representatives and agreements made by my designated representative.	
Signature of current property owner:	Date:

Sworn to and subscribed to me this ____ day of _____, 20_____

 Notary Public
 (Notary Seal)

IX. DISCLOSURE OF CAMPAIGN CONTRIBUTIONS: *O.C.G.A., Section 36-67A-3, requires that applicants shall submit all disclosures of campaign contributions.*

Has property owner or applicant, within the two years preceding the date of this application, made campaign contributions or gifts aggregating \$250.00 or more, to a member of City Council, or a member of the Planning Commission? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please provide the following information:		
Name and Official Position of Government Official	Contribution Amounts (list all which total to \$250.00 or more)	Date Contribution(s) Was Made

Sworn to and subscribed to me this ____ day of _____, 20_____

 Notary Public
 (Notary Seal)



X. CONFLICT OF INTEREST CERTIFICATION

The undersigned below, making an application for a telecommunications support structure, has complied with the Official Code of Georgia Section 36-67A-1, et. seq, Conflict of Interest in Zoning Actions, and has submitted or attached required information on the forms provided. Title 36 relates to the disclosure of financial interests, campaign contributions, and penalties for violating the Official Code of Georgia.

Signature of property owner:	Date:
Type or print name and title:	
Signature of applicant or owner's representative(s):	Date:
Type or print name and title:	

Sworn to and subscribed to me this ____ day of _____, 20 _____

 Notary Public
 (Notary Seal)

XI. APPLICANT'S CERTIFICATIONS

I, _____, the owner or authorized representative of owner, have read and understand the contents of this application. I further certify that the following are true:

- All information contained herein, including attachments and all other supporting information, is complete and true, to the best of my knowledge and belief;
- The proposed structure and all related equipment or appurtenances comply with all current regulations of the FCC, with specific reference to FCC regulations governing non-ionizing electromagnetic radiation (NIER), and that the radio frequency levels meet the American National Standards Institute (ANSI) guidelines for public safety.

best of my knowledge and belief.

Signature of applicant or owner's authorized representative:	Date:
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Sworn to and subscribed to me this ____ day of _____, 20 _____

 Notary Public
 (Notary Seal)



*****FOR OFFICE USE ONLY*****

PLANNING AND ZONING		File #		Application Fee Received Amount \$ _____
Approved: <input type="checkbox"/>	Approved with Conditions: <input type="checkbox"/>			
Denied: <input type="checkbox"/>				
BOARD OF APPEALS		Hearing Date:		
Approved: <input type="checkbox"/>	Approved with Conditions: <input type="checkbox"/>			
Denied: <input type="checkbox"/>				
Denied: <input type="checkbox"/>				
SPECIAL USE PERMIT		SUP#		SUP Date:
Approved: <input type="checkbox"/>	Approved with Conditions: <input type="checkbox"/>			
Denied: <input type="checkbox"/>				
EXPERT REVIEW		Contact Name:		
Approved: <input type="checkbox"/>	Approved with Conditions: <input type="checkbox"/>			
Denied: <input type="checkbox"/>				
MAYOR AND COUNCIL		Hearing Date:		
Approved: <input type="checkbox"/>	Approved with Remarks: <input type="checkbox"/>			
Denied: <input type="checkbox"/>				
Denied: <input type="checkbox"/>				

