



ELIGIBLE FACILITY REQUEST

Project Name/Address*:

Project Case No.*:

Submittal Date*:

Fee*: \$200

**To be completed by City staff*

Use this application for wireless facilities which meet the definition of an Eligible Facilities Request.

An eligible facilities request includes any request for modification of an existing tower or base station that does not substantially change the physical dimensions of such tower or base station, involving:

- Collocation of new transmission equipment; or
- Removal of transmission equipment; or
- Replacement of transmission equipment.

Substantial change means a modification that substantially changes the physical dimensions of an eligible support structure provided that such modification meets any of the following criteria:

1. For towers other than towers in the public rights-of-way, it increases the height of the tower by more than 10% or by the height of one additional antenna array with separation from the nearest existing antenna not to exceed twenty feet, whichever is greater; for other eligible support structures, it increases the height of the structure by more than 10% or more than ten feet, whichever is greater; or
2. For towers other than towers in the public rights-of-way, it involves adding an appurtenance to the body of the tower that would protrude from the edge of the tower more than twenty feet, or more than the width of the Tower structure at the level of the appurtenance, whichever is greater; for other eligible support structures, it involves adding an appurtenance to the body of the structure that would protrude from the edge of the structure by more than six feet; or
3. For any eligible support structure, it involves installation of more than the standard number of new equipment cabinets for the technology involved, but not to exceed four cabinets; or, for towers in the public rights-of-way and base stations, it involves installation of any new equipment cabinets on the ground if there are no pre-existing ground cabinets associated with the structure, or else involves installation of ground cabinets that are more than 10% larger in height or overall volume than any other ground cabinets associated with the structure; or
4. It entails any excavation or deployment outside the current site; or
5. It would defeat the concealment elements of the eligible support structure; or
6. It does not comply with conditions associated with the siting approval of the construction or modification of the eligible support structure or base station equipment, provided however that this limitation does not apply to any modification that is non-compliant only in a manner that would not exceed the thresholds identified in paragraphs (K)(1)-(K)(4) of the section.

The estimated review time for an eligible facilities request is approximately two weeks. Review times may vary depending on case load, the need for additional information, or other factors.



WIRELESS FACILITIES - ADMINISTRATIVE REVIEW

Community Development Department • Planning Division

Applicant/Developer:

Company _____
Contact _____
Address _____
Phone _____
E-Mail _____

Property Owner: *(per current title policy)*

Company _____
Contact _____
Address _____
Phone _____
E-Mail _____

Planner/Architect/Engineer:

Company _____
Contact _____
Address _____
Phone _____
E-Mail _____

As owner of the aforementioned property, I hereby consent to the submission of this Application for Development Review and authorize the applicant to act on my behalf with regard to this application.

Owner:

Signature:

APPLICATION SUBMITTAL DOCUMENTS:

Applicants must submit the following information in order for the application to be deemed complete and accepted. All information must be submitted following the specifications listed in the Submittal Guidelines document.

1. \$200 Application Fee *(Check made payable to: The City and County of Broomfield)*
2. Submit disc(s) or flashdrive(s) with a pdf of all items listed on the checklist below. All files must be named and organized in accordance with the Submittal Guidelines.
2. Submit one paper copy of all application materials, as requested on the checklist.

- Application Packet**
- Summary of Site Location (address)**
- Statement regarding whether the project is a substantial change, or not**
- Summary and scope of work to be completed on site**
- Dimensions of support structure prior to collocation**
- Site plan showing property boundaries, setbacks, elevations and dimensions of collocation or modification project**