



Town of Mead

441 Third Street
P.O. Box 626
Mead, CO 80542

970-535-4477
www.townofmead.org

WIRELESS TELECOMMUNICATION SERVICES FACILITY SITE PLAN TECHNICAL CRITERIA FORM

Project Name _____

Project Address and Legal Description _____

Date Submitted _____ Fees Submitted _____

Please provide the following to the Town Clerk with this checklist form. For additional information, refer to 16-9-104 of the Mead Town Code.

1. Five (5) paper copies of the complete site plan application package.
2. All maps, legal descriptions and surrounding property owner information on 3 CDs.
3. Land Use Application Form.
4. Fee Agreement and deposit.
5. Title Commitment. The title commitment must be current and dated no more than thirty (30) days from the date of site plan application submittal.
6. Surrounding and Interested Property Ownership Report - Provide the Town Clerk with a current list (not more than thirty (30) days old) of the names and addresses of the surrounding property owners (within three hundred (300) feet of the property), mineral estate owners and appropriate ditch companies. The property owner list should also be submitted on a CD in an Excel™ spreadsheet.
7. The site plan shall be twenty-four (24) inches high by thirty-six (36) inches wide, at a scale of not less than 1" = 50', and provide the following information:
 - The proposed size, location and boundaries of the commercial mobile radio service facility site, including existing and proposed topography at two-foot intervals, referenced to USGS data, state plane coordinates and a legal description of the proposed site;
 - Elevations of all towers and equipment, indicating materials, overall exterior dimensions and colors;

True north arrow;

Locations and size of existing improvements, existing vegetation, if any; location and size of proposed improvements, including any landscaping;

Existing utility easements and other rights-of-way of record, if any;

Location of access roads;

The names of abutting subdivisions or the names of owners of abutting, unplatted property within four hundred (400) feet of the site; zoning and uses of adjacent parcels; and

Proof of ownership in a form acceptable to the Town.

8. Vicinity maps. The vicinity maps submitted with an application under this Article shall include five (5) or more maps showing the location of existing and planned commercial mobile radio service facilities belonging to the applicant, within five (5) miles of the proposed facility. Planned facilities may be identified in general terms and need not be address specific.

9. Narrative. The application shall include the following in narrative form:

The applicant's and surface owner's names, addresses, signatures and designation of agent, if applicable;

An explanation of the need for such a facility, operating plan and proposed coverage area;

If a freestanding facility is proposed, an analysis of alternatives to a freestanding

A list of all permits or approvals obtained or anticipated to be obtained from local, state or federal agencies other than the Federal Communications Commission's (FCC);

Affirmation that the proposed facility, alone or in combination with other like facilities, will comply with current FCC standards for cumulative field measurements of radio frequency power densities and electromagnetic fields;

Affirmation that the facility will comply at all times with current FCC regulations prohibiting localized interference with reception of television and radio broadcasts;

Affirmation that the facility will not interfere with any public safety frequencies servicing the Town and its residents;

Affirmation that, if approved, the applicant and surface owner will make the facility available, on a reasonable basis, to other service providers; and

_____ | An explanation of compatibility with the applicable Town comprehensive plan.
_____ | 10. Conditional Use zoning application or existing zoning approval.

Applicant Certification

Sign in blue ink. Attach additional pages with certification language and signatures if more than two applicants.

I (We) certify this application and all submittals hereto are complete and accurate.

Applicant(s) Date

Applicant(s) Date

Staff Use Only

Upon acceptance of this application by the Town as a complete application, a copy of this form, with anticipated hearing dates, shall be provided to the applicant by the Town. Anticipated hearing dates may not be actual hearing dates depending upon referral comments received by the Town.

Application Accepted Date _____ By _____

Fees Accepted Date _____ Amount _____ By _____

Application Determined Complete Date _____ By _____

Planning Commission Meeting Date _____

Board of Trustees Meeting Date _____

- _____

1. Applicant submits forty-four (44) copies, nineteen (19) of which are bound in D-ring binders, of the application to the Town Clerk.
 2. Town Clerk sends notice(s) of public hearings.
 3. Town Clerk publishes notice(s) in a newspaper of general circulation.
 4. The applicant posts signs on property. A picture and affidavit of posting signed and dated by the applicant submitted to the Town Clerk.
 5. Applicant submits two (2) 24" x 36" mylar copies, one (1) paper copy and two (2) AutoCAD™ CDs of the approved site plan to the Town Clerk after Board of Trustee approval.