



Fairbanks North Star Borough
Department of Community Planning
 907 Terminal Street/P.O. Box 71267
 Fairbanks, Alaska 99707-1267
 (907) 459-1260 Fax: (907) 205-5169
 planning@fnsb.us

For Office Use Only	
Received By:	_____
Receipt No.:	_____
Sign #:	_____
Date Submitted:	_____

COMMUNICATIONS FACILITIES PERMIT APPLICATION FOR COLLOCATION / MODIFICATION / TOWER REPLACEMENT

File No. _____

- Fee: \$350
- Select One: Collocation
 Modification
 Tower Replacement

Applicant:		Property Owner:
Contact Name:		Name:
Business Name:		Mailing Address:
Mailing Address:		City, State Zip:
City, State Zip:		Phone:
Phone:	Cell:	Cell:
E-mail:		E-mail:

Property Information:	
Property Description:	
Street Address for the Communications Tower:	Existing Use:
Parcel Account Numbers (PAN):	Zoning District:
Communications Tower Height (including all antennas/appurtenances, lightning rods, etc.):	
Existing:	Proposed:

I certify that (I am) (I am authorized to act for) the owner of the property.

I certify that the information included in this application is to the best of my knowledge true and complete.

APPLICANT SIGNATURE: _____ DATE: _____

SUBMITTALS

The following submittals are required for each type of application. Your application will not be processed until these items have been submitted and the application has been deemed complete. An incomplete application will be returned.

A. Provide plans that are labeled and illustrate what is existing and what is proposed.

Attach a *site plan* drawn to scale showing property boundaries of the utility lot and parent parcel, tower location, tower height, guy wires and anchors, all existing cabinets, shelters and structures, photographs and elevation drawings depicting typical design of proposed cabinets, shelters and structures, fences, and landscaping.

B. Provide a written narrative that addresses the following criteria (please number your responses):

1. Describe the type of communications facility modification you are requesting.

Examples: Adding a cabinet, extending the tower, adding antennas, collocation of new transmission equipment, removal of transmission equipment, replacement of transmission equipment, etc.

2. If a minor modification/collocation, address the following criteria (FNSBC18.96.160.D.1.a):

A minor modification is a collocation or other change to an existing tower, antennas or equipment that meets the following criteria:

- i. The modification does not increase the height of a minor communications tower to more than 80 feet in height or more than 30 feet above the roofline of any building atop which the tower is constructed; and
 - ii. The modification does not increase the height of a major communications tower to more than 200 feet in height; and
 - iii. The modification does not add an antenna or appurtenance to the body of the tower that protrudes more than 20 feet from the edge of the tower; and
 - iv. The modification is located on an existing tower, within a fenced compound area, or within a cabinet or fully enclosed building; and
 - v. The modification does not violate any prior conditions of approval.
3. If a major modification to a permitted use, describe all of the proposed modifications including, but not limited to, height, size, location, type of antenna(s), equipment, etc. A major modification is a change that does not meet the criteria for a minor modification.

A MAJOR MODIFICATION TO A CONDITIONAL USE PERMIT MUST BE SUBMITTED ON THE CUP APPLICATION FORM (FNSBC18.96.160.D.1.b).

4. If a tower replacement, address the following criteria (FNSBC18.96.160.D.2):
- i. The existing tower meets all applicable permitting requirements, including prior conditions of approval, or is legal non-conforming; and
 - ii. The replacement tower does not exceed 110% of the height of the existing tower; and
 - iii. The replacement tower is placed in the same location as the existing tower; and
 - iv. The replacement tower does not violate any prior conditions of approval; and
 - v. A zoning permit and all other applicable permits are obtained prior to the replacement of the tower.

Note: The height of a communications tower is the distance measured from the base of the structure to the top of the structure, including all antennas, lights, lightning rods, and other appurtenances. For purposed of this section, structure means pole, tower, base station, or other building, whether or not it has an existing antenna facility.