



**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.gov

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Date Submitted:	_____

# COMMUNICATIONS FACILITIES ZONING PERMIT APPLICATION FOR NEW TELECOM FACILITIES/ COLLOCATION / MODIFICATION / TOWER REPLACEMENT

Fee:  \$350 *File No.* \_\_\_\_\_

- Select One:  New Telecommunications Facility  
 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 Telecommunications Facility:	Existing Use:
Parcel Account Numbers (PAN):	Zoning District:
Telecommunications Facility 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, telecommunications facility location, structure 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 new communications facility/ modification/ collocation/ tower replacement you are requesting.

Examples: Adding a cabinet, locating new equipment or structures, adding antennas, collocation of new transmission equipment, removal of transmission equipment, replacement of transmission equipment or a tower, 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 telecommunications facility, 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.
  
5. If a new tower, address the following applicable criteria (FNSBC 18.96.160):
  - A. In all zones in which major communications towers are a permitted use, one freestanding tower with a maximum height of 200 feet is permitted per lot. *Additional freestanding towers and those with a height exceeding 200 feet are conditional uses and are subject to additional requirements.*
  - B. In all zones in which minor communications towers are a permitted use, the following standards apply:
    1. One freestanding tower with a maximum height of 80 feet is permitted per lot; or
    2. One nonfreestanding tower and/or antenna, affixed atop a building or structure, is permitted per lot.
    3. Additional towers or roof-mounted antennas are a conditional use subject to the requirements of FNSBC 18.96.160.C.

**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.**