



385 Kimbark Street, Longmont, CO 80501
T 303-651-8330 F 303-651-8696

PROPERTY INFORMATION

Property Parcel Number: _____
Property Legal: Block(s) _____ Lot(s) _____ (or attach legal description)
Property Area: Acres _____ Square Feet _____ Property Address (if applicable) _____
Surrounding Zoning: North _____ South _____ West _____ East _____
Project description:

PROPOSED MODIFICATIONS TO EXISTING WIRELESS TELECOMMUNICATIONS FACILITY/FACILITIES

1. Is this application for modifications to an existing facility? Yes No
2. Is this an “eligible facilities request” under Section 6409(a) of the Spectrum Act? Yes No
3. Will this project cause a “substantial change” to an existing facility, pursuant to rules and regulations of the Federal Communications Commission? Yes No
a. If you answered “yes” to question 3, please contact us at (303) 651-8330 or longmont.planning@longmontcolorado.gov to schedule a pre-application meeting before proceeding with submission of your application. (Not until your submittal of a formal development application is deemed complete and all application fees have been received, shall the project be subject to the applicable Federal “shot clock” requirements.)
4. Will the modifications to the existing facility increase the height or width of the structure? Yes No
5. If you answered “yes” to question 4, by what percentage and measurement is the increase?
Height _____ ft/ _____ % Width _____ ft/ _____ %
6. Does the application propose any new ground equipment? Yes No
7. If you answered “yes” to question 6, describe the type of ground equipment and state how many new equipment cabinets are proposed?
8. Do you need new or upgraded electrical service for the facility? Yes No
9. If you answered “yes” to question 8, please provide an electrical one-line diagram and a site plan depicting proposed transformer and metering locations.

APPLICATION SUBMITTAL REQUIREMENTS

Copy of executed lease with property owner or license agreement with the City of Longmont
 Site plan that includes existing conditions and depicts location of proposed modifications to the existing facility
 Elevation drawings or visual analysis of proposed facility or modifications to existing facility including all equipment, indicating materials, overall exterior dimensions, and colors
 Vicinity map

RIGHT-OF-WAY INFORMATION (use only for Small Cell Facilities in ROW)

Nearest cross street intersection (i.e. 3rd and Kimbark): _____

Name of ROW where equipment will be installed (i.e. 3rd Avenue): _____

Address of closest property to existing or proposed structure (i.e. 624 3rd Avenue): _____

PROPERTY OWNER / APPLICANT / CONSULTANT INFORMATION

Property Owner(s) _____

Address _____

Phone _____ E-mail _____

Applicant(s) _____

Address _____

Phone _____ E-mail _____

Consultant _____

Address _____

Phone _____ E-mail _____

CONTACT PERSON

Identify one person to serve as the contact for the Planning and Development Services Division during the review process. This will be the only person notified by the Planning and Development Services Division regarding comments and meetings (if needed). The contact person is responsible for notifying other parties who may be involved in the project.

Name _____ Address _____

Phone _____ Fax _____ E-mail _____

Contact Preference: Phone or Email

APPLICANT CERTIFICATION

I certify that the information and exhibits I have submitted are true and correct to the best of my knowledge. In filing the application, I am acting with the knowledge and consent of those persons who are owners of the subject property or are parties to this application. I understand that all materials required by the City of Longmont must be submitted prior to having this application processed and that additional fees or materials may be required as a result of processing of this application.

Signature:

Date

Signature:

Date

PLANNING STAFF USE ONLY

PROJECT NUMBER

PROJECT TITLE – AS APPEARS ON PLANS

Approved Approved with Conditions:

Denied. Reason(s):

Staff signature:

Date:

NOTE TO APPLICANT: If this application was denied, please contact us at (303) 651-8330 or longmont.planning@longmontcolorado.gov to schedule a pre-application meeting.