



CITY OF TUCSON PLANNING & DEVELOPMENT SERVICES

**50' NOTICE
SPECIAL EXCEPTION APPLICATION FOR WIRELESS COMMUNICATION
FACILITIES**

SE- _____ **Name:** _____ **Date Accepted:** _____

PART 1 PROPERTY INFORMATION:

Legal Description (Attach a separate sheet for long legals.)

Lot(s) _____ Block(s) _____ Subdivision Name _____

Address (as assigned by Pima County Addressing): _____

Please provide the following information for each parcel in the special exception site. (Attach additional sheet if necessary.)

Zoning	Current Use	Section/Township/Range	Area (sq. ft or acres)	Assessor Tax Code

- Note any applicable overlay zones: Hillside Scenic Corridor Major Streets and Routes
 Gateway Corridor Airport Environs Environmental Resource Historic District/Landmark
 Neighborhood Preservation

PART 2 WIRELESS FACILITY

Is the proposed facility a co-location? Yes No Please list all other existing providers

Number & Height of Towers _____

Does the project include a back-up generator? Yes No

Dimensions of electronics cabinet and shelter _____

Height and building material proposed for screen wall _____

Size of lease area (if applicable) _____

Are there any billboards or signs located on the property? Yes No If yes, provide description below.

Describe the proposed use and how it will be designed to be compatible with adjoining development. (Please be specific; attach additional sheet if necessary.)

PART 3 APPLICANT INFORMATION

Applicant or Agent _____

Company Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____ Email _____

Owner _____

Company Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____ Email _____

Architect/Engineer/Other _____

Company Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____ Email _____

PART 4 CODE COMPLIANCE

Provide a statement explaining how the applicable performance criteria in *Unified Development Code (UDC)*, Sec. 4.9.4.I.5 a., b., or c. have been addressed. (Use additional sheets, if necessary.)

Please describe the need for the facility, including other facilities you have within a one-mile radius and why they are inadequate/unsuitable to meet the service need.

PART 5 COMMUNITY CONTACT

Have you offered to meet on a specified date and time with all property owners within 50 feet and all neighborhood associations within one (1) mile of the site to discuss the proposed special exception? If yes, see below.* Yes No

Provide the tracking number from your neighborhood meeting mailing labels: _____ T _____

Have you met and discussed the proposed special exception with the applicable Ward Office? Provide name of Ward Office representatives in attendance. Yes No

* Attach neighborhood meeting summary notes, sign-n sheet, and copies of materials provided.

PART 6 MATERIALS REQUIRED WITH APPLICATION

- A completed "City of Tucson 50' Notice Procedure Special Exception Application for Wireless Communication Facility" signed by the owner and agent*.
- Two (2) copies of the preliminary development plan (PDP) **fully dimensioned** and drawn at a scale of 1 inch = 40 feet (1" = 40') on a 24 x 36 inch sheet properly folded to an 8 1/2 x 11 inch format. The PDP must include the following:

- A dimensioned detail of the antenna (length, width, depth) and mounting configuration, including dimensions for the stand-off, array and separation within the sector.
- Existing zoning of all adjacent parcels surrounding the special exception site.
- Structure/tower setback dimensions from residential and/or office zoning (if applicable).
- One (1) 11"x17" reduction of the PDP.
- A statement addressing how the applicable use-specific standards in *Unified Development Code (UDC)*, Sec. 4.9.4.I.5 a., b., or c. have been addressed.
- Documentation of neighborhood meeting including, a copy of the meeting invitation, mailing list and neighborhood mailing certification form, the sign in sheet, and summary notes from the meeting.
- If the project includes a back-up generator, provide a narrative of project including, 1) the back-up generator operating decibel level and evidence that the generator meets the requirements of the City of Tucson Code, Section 16-31, Excessive Noise,¹ 2) proposed maintenance testing schedule for the generator, 3) type of fuel to be used, 4) generator fuel capacity 5) fuel spill prevention, containment systems and clean up plan, and, 6) security of site. Include product information sheets.
- One (1) photo simulation and photo the simulation was created from (if appropriate).
- One (1) copy of last City approved development plan/site plan for the property.
- One (1) copy of the Pima County Assessor's map of the subject parcel(s) and printout showing the subject parcel(s) property tax code number(s) and legal description(s).
- Development Review Board Recommendation (if applicable).
- Appropriate fees payable to the City of Tucson.
- Important notice:
 - Do not staple materials. Paper clips and binder clips are acceptable.
 - Do not incorporate application or neighborhood meeting notes into reports. Keep them separate.

If the proposed generator requires expansion of the existing equipment compound, consult with PDSZ Zoning Review Staff **before** submitting the application to Rezoning staff. Provide a copy of the Preliminary Development Plan and the last City approved development plan/site plan for the property to the Zoning Review Staff for consultation.

¹ Section 16-31 of the Tucson Code is available online at http://www.municode.com/resources/code_list.asp?stateID=3

PART 6 SIGNATURES

I (We), the undersigned, request consideration for the special exception request as described in this application and supporting materials. I (We) represent that the information in this application and the supporting materials are true and accurate to the best of my (our) knowledge.

Owner signature*

date

Applicant/Agent signature (if not owner)

date

* An application not signed by the owner, must be accompanied by a separate, signed letter, from the owner, granting authority to the applicant/agent to act on his/her behalf.

For Zoning and Subdivision review, the Unified Development Code (UDC) applies to this application. If you feel the Land Use Code (LUC) should apply, please consult with Zoning review staff. Applicable timeframes can be provided at your request or found in Administrative Manual Sec. 3-02 or found on our website at <http://cms3.tucsonaz.gov/pdsd>. For information about applications or applicable policies and ordinance, please contact Carolyn Laurie or Peter McLaughlin at (520) 791-5550.