

Time Stamp: _____



**CITY OF TUCSON PLANNING & DEVELOPMENT SERVICES
PDS D DIRECTOR APPROVAL PROCEDURE 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 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.

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*, Sec.4.9.4.I.4.a, or .b have been addressed. Attach additional sheets if necessary. If the proposal is to replace existing antennas **only**, disregard Part 4 of the application.

Part 4 (cont.)

PART 5 MATERIALS REQUIRED WITH APPLICATION

- A completed “City of Tucson PDSD Director Approval Special Exception Application” signed by the owner or agent*.
- One (1) 11”x17” copy of the preliminary development package plan.
- The PDP must include the following:
 - A dimensioned detail of the antenna (length, width and depth) and mounting configuration, including stand-off dimension, separation within sector and detail of the array;
 - Existing zoning of all adjacent parcels surrounding the special exception site; and,
 - Structure/tower setback dimensions from residential and/or office zoning (if applicable).
- Date of Tucson Mayor & Council meeting approving lease agreement and Ordinance Number (if applicable), **or** authorization from the COT Real Estate Department.
- One (1) photo simulation and photo the simulation was created from (if appropriate).
- One (1) copy of last City approved site/development 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).
- 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 materials into required reports. Keep them separate.

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.