

# ANTENNA & ANTENNA SUPPORT STRUCTURE (TOWER) CHECKLIST

Applicants for commercial communication antennas and support structures (towers) shall provide the below information as part of the application for a specific use permit, site plan or building permit in accordance with Section 3-107 of the Zoning Ordinance. Please contact the Planning Department at (972) 941-7151 if you have any questions.

## Information Specific to this Particular Installation:

Identify the radio, pager, mobile phone, Internet or other wireless communications company who will be utilizing the proposed antennas and/or antenna support structure:

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Contact person: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Fax # or email address: \_\_\_\_\_

Specify the location of the installation:

Physical address: \_\_\_\_\_

Platted subdivision name, lot & block #: \_\_\_\_\_

Specify the type of installation: (check one box)

- Antenna attachment to **new** support structure (tower) or building
- Antenna attachment to **existing** support structure or building

## Tower:

If erecting a new antenna support structure (tower), indicate the type/class of tower and state height: (check one box)

- Monopole tower \_\_\_\_\_ (height)
- Lattice tower (self-supporting) \_\_\_\_\_ (height)
- Lattice tower (guyed) \_\_\_\_\_ (height)
- Light standard replacement  
Height of existing light standard \_\_\_\_\_  
Height of proposed replacement standard \_\_\_\_\_
- Flagpole or other stealth tower (specify) \_\_\_\_\_ (height)

If erecting a new antenna support structure other than light standard replacement or stealth tower, state distance to and location of nearest existing support structure: \_\_\_\_\_

## Attachment:

If attaching antennas to an existing structure, indicate the type of attachment: (check one box)

- Collocate on existing monopole, lattice or guyed-lattice tower
- Building attachment (flush to building façade or integrated within building)
- Building attachment (roof placement - state height above roof) \_\_\_\_\_
- Utility structure attachment (specify water tower, transmission tower or other utility structure) \_\_\_\_\_

This handout is for informational purposes only and should not be relied on in place of official regulations and/or policies. The CITY OF PLANO makes no representations, guarantees, or warranties as to the accuracy, completeness, currency, or suitability of the information provided via the handout. Customers and citizens are personally responsible for complying with all local, state and federal laws pertaining to projects within the city. Copies of the CITY OF PLANO adopted codes and Zoning Ordinances can be found on the city website at [www.plano.gov](http://www.plano.gov) or at the CITY OF PLANO Municipal Center at 1520 Avenue K, Plano, Texas.



**Antenna Type:**

Specify the type of antenna: (check one box)

- Omni
- Yagi
- Flat Panel (maximum 1' x 8' - state size) \_\_\_\_\_
- Dish (state size) \_\_\_\_\_
- Other (state type and size) \_\_\_\_\_

**Screening:**

Specify the type of screening\* of associated equipment/equipment building: (check one box)

- Masonry screen matching existing building (6-foot minimum)
- Landscaped, **irrigated** screen (may include chain link fence)
- Self-contained equipment building
- Integrated/shielded by existing building and/or architecture
- No screening proposed (only allowed for attachment installation on transmission towers or water towers)

\*Screening requires separate fence permit.

Attach the following information under separate cover or include on construction plans:

1. Site plan of proposed installation that encompasses the entire lot or parcel and not just ground lease area for support structure and equipment. Contact the Planning Department for specific requirements.
2. Specific use permit # if applicable. Contact the Planning Department to determine if specific use permit approval is required for the particular installation.
3. Certification that this installation complies with all franchise requirements of the City of Plano, or note as not applicable for this particular technology.
4. Identification of the backhaul provider and connectivity locations for this installation, or note that note as note applicable for this particular technology.
5. If a new monopole, lattice or guyed-lattice support structure (tower), certification that the support structure can accommodate the collocation of additional antennas.

**General Information:**

Attach an inventory and map of all of the company's existing wireless installations within the City of Plano and within one mile of Plano city limits containing the following information:

1. Location (either physical address **and** longitude and latitude **or** NAD 1983 State Plane Coordinates)
  2. Type of support structure (monopole, lattice or guyed-lattice) or structure attachment (building, utility structure, etc.)
  3. Height of antennas
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**Office Use Only:**

Permit Type:

- Antenna Only Permit
- Electric Permit
- Commercial Building Permit
  - Equipment/Battery Cabinet
  - Equipment/Other Building

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