

Wireless Telecommunication Mobile Service Facilities Application Town of Eagle (Waukesha County, Wisconsin)

Town of Eagle
820 E. Main Street
Eagle, WI 53119

Version: January 17, 2020

Overview: This application is for new wireless telecommunication facilities and also collocations.

Governing regulations: The procedures and standards governing the review of this application are found in Article 6 of the Town's zoning code.

General instructions: Complete this application and submit one copy to the Town Clerk along with the application fee noted below. Alternatively, you can submit your application online at <https://townofeagle.zoninghub.com>.

Before you formally submit your application, you may meet with the Town Planner who can answer any questions you may have. The Town Planner can also review your application before it is formally submitted to determine if it is complete and provides enough information to describe the circumstances related to this application. If you have any questions, do not hesitate to contact the Town Planner at (920) 728-2814 or via email at tim.schwecke@civitekconsulting.com.

Application fee for new tower: \$300, plus charges for professional services consistent with the Town's chargeback policy; \$600 escrow deposit

Application fee for Class 1 Collocation: \$50

Application fee for Class 2 Collocation: \$100, plus charges for professional services consistent with the Town's chargeback policy; \$250 escrow

Application submittal deadline for a Class 1 collocation: An application can be submitted at any time because it is reviewed by the Zoning Administrator.

Application submittal deadline for a new tower or a Class 2 collocation: The Plan Commission and Town Board will review this application at one of their regular meetings. They meet jointly, generally the first Monday of the month, to review certain types of development applications. Please contact the Town Planner to verify the deadline for a specific month.

1. **Applicant and agent information** Include the names of the agent, if any, that helped prepare this application including the supplemental information. Examples include surveyors, engineers, landscape architects, architects, planners, and attorneys.

	<u>Applicant</u>	<u>Agent</u>
Name	_____	_____
Street address	_____	_____
City, state, zip code	_____	_____
Daytime telephone	_____	_____
Email address	_____	_____

2. **Type of application (select one)**

- Class 1 collocation (i.e., not a substantial modification) Complete Part A, B, and E
- Class 2 collocation (i.e., a substantial modification, defined below) Complete Part A, C, and E
- New tower Complete Part A, D, and E

Definition for "Substantial Modification"

- (a) For structures with an overall height of 200 feet or less, increases the overall height of the structure by more than 20 feet, except as provided below.
- (b) For structures with an overall height of more than 200 feet, increases the overall height of the structure by 10 percent or more, except as provided below.
- (c) Measured at the level of the appurtenance added to the structure as a result of the modification, increases the width of the support structure by 20 feet or more, unless a larger area is necessary for collocation, except as provided below.
- (d) Increases the square footage of an existing equipment compound to a total area of more than 2,500 square feet.

An activity is not a substantial modification under subs. (a) and (b) above, if a greater height is necessary to avoid interference with an existing antenna. Furthermore, an activity is not a substantial modification under sub. (c) above, if a greater protrusion is necessary to shelter the antenna from inclement weather or to connect the antenna to the existing structure by cable.

Part A. Location

3. **Subject property information**

Physical address _____

Tax key number(s) EGLT- EGLT - EGLT - EGLT -

Note: The tax key number can be found on the tax bill for the property or it may be obtained from the Town Clerk.

Is the subject property currently in violation of the Town's zoning code as determined by the zoning administrator?

- No
- Yes

If yes, please explain.

Comment: Pursuant to Section 500.106 of the Town's zoning code, the Town may not issue a permit or other approval that would benefit a parcel of land that is in violation of the zoning code, except to correct the violation or as may be required by state law.

Are there any unpaid taxes, assessments, or other required payment that are specifically related to the subject property?

- No
- Yes

If yes, please explain.

Comment: Pursuant to Section 500.107 of the Town's zoning code, the Town may not issue a permit or other approval that would benefit a parcel of land where taxes, assessments, or other required payments are delinquent and due.

4. Zoning information. The subject property is located in the following zoning district(s). (check all that apply)

- | | | |
|--|--|---|
| <input type="checkbox"/> P-1 Public | <input type="checkbox"/> AP Agricultural land preservation | <input type="checkbox"/> B-2 Local business |
| <input type="checkbox"/> Q-1 Quarry | <input type="checkbox"/> RR Rural residential | <input type="checkbox"/> B-4 Mixed business |
| <input type="checkbox"/> C-1 Conservancy | <input type="checkbox"/> R-1 Residential | <input type="checkbox"/> M-1 Limited industrial |
| <input type="checkbox"/> UC Upland conservancy | <input type="checkbox"/> B-1 Neighborhood business | <input type="checkbox"/> M-2 General industrial |

Part B. Class 1 Collocation

5. Description of work. Describe the work to be done as part of the collocation.

6. Construction plans. Include construction plans that describe the proposed modifications to or addition of equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and related equipment associated with the proposed modifications.

Part C. Class 2 Collocation

7. **Description of work.** Describe the work to be done as part of the collocation, including expansion of the tower and/or expansion of compound area.

Part D. New Tower

8. **Description of work.** Describe the tower and where it will be located.

9. **Construction plans.** Include construction plans that describes the proposed modifications to the support structure and the equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and related equipment associated with the proposed modifications.

10. **Collocation affidavit.** Provide an explanation as to why the applicant chose the proposed location and why the applicant did not choose collocation, including a sworn statement from an individual who has responsibility over the placement of the mobile service support structure attesting that collocation within the applicant's search ring would not result in the same mobile service functionality, coverage, and capacity; is technically infeasible; or is economically burdensome to the mobile service provider.

Part E.

11. Attachments. List any attachments included with your application.

12. Other information. You may provide any other information you feel is relevant to the review of your application.

13. Applicant certification

- I certify that all of the information in this application, along with any attachments, are true and correct to the best of my knowledge and belief.
- I understand that I may be charged additional fees (above and beyond the initial application fee) consistent with the Town's chargeback policy. The signed chargeback form is attached. (Class 2 collocation and new tower only.)
- I understand that submission of this application authorizes town officials, Plan Commission members, Town Board members, employees, and other designated agents to enter the property to conduct whatever site investigations are necessary to review this application. This does not authorize any such individual to enter any building on the subject property, unless such inspection is specifically related to the review of this application and the property owner gives his or her permission to do so.
- I understand that this application and any written materials relating to this application will become a permanent public record and that by submitting this application I acknowledge that I have no right to confidentiality. Any person has the right to obtain copies of such written materials or view it online.
- I understand that the zoning administrator will review this application to determine if it contains all of the required information. If he or she determines that the application is incomplete, it will not be scheduled for review until it is deemed to be complete.

Property Owner Signature(s):

Date:



TOWN OF EAGLE PROFESSIONAL SERVICES REIMBURSEMENT NOTICE

PLEASE READ AND SIGN THE FOLLOWING NOTICE:

As set forth in Ordinance 07-04, as amended, the Town of Eagle has made a determination that whenever the services of the Town Planner, Town Engineer, Town Attorney, Town Building Inspector or any other of the Town's professional staff results in a charge to the Town for that professional's time and services, and such services is not a service supplied to the Town as a whole, the Town Clerk shall charge that service for the fees incurred by the Town to the property owner incurring those fees even if the request is not approved. Also, pursuant to the Town of Eagle Ordinance, certain other fees, costs, and charges are the responsibility of the property owner even if the request is not approved, and that any unpaid charges may be assigned by the Town as a special assessment or special charge to the subject property as allowed by state law.

I/we, the undersigned, have been advised that, pursuant to the Town of Eagle, if the Town Planner, Town Engineer, Town Attorney, Town Building Inspector or any other Town professional provides services to the Town because of my/our activities, whether at my/our request or at the request of the Town, I/we shall be responsible for the fees incurred by the Town even if my/our request is not approved. In addition, I/we have been advised that pursuant to the Town of Eagle, certain other fees, costs, and charges are my/our responsibility even if my/our request is not approved.

You will receive your first bill once charges are incurred or your issue is closed. Bills will be sent as charges become available so you are kept up to date regarding your current charges.

PLEASE PRINT LEGIBLY

Name & Mailing Address of the Property Owner:

_____ Phone _____

Name & Address of Petitioner/Responsible Party for Billing (if different from above):

_____ Phone _____

Tax Key No. of the Property Involved in the Request: EGLT _____

Request for: _____

Name of Business: _____

Signature of Property Owner and/or Responsible Party:

Owner _____

Petitioner _____

Phone _____ Date _____

Phone _____ Date _____

E-Mail Address _____

E-Mail Address _____

Signature of Witness and Date

Signature of Town Official and Date

A copy of this completed form shall be provided to the Town Clerk for billing purposes.