



# Alamance County

PLANNING DEPARTMENT  
201 W. Elm Street, Graham, NC 27253  
Tel. (336) 570-4053

## Administrative Approval Permit Application

### Wireless Communication Facility

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This Application is for a:

- Wireless communication towers that does not exceed ninety (90) feet in height;
- Placing or re-placing (collocate) an antenna array upon an existing wireless communication facility; or
- The operation of a temporary wireless communication facility.

#### **Instructions:**

Please fill out the following application completely, including all required signatures.

Applications may be emailed to: [planning@alamance-nc.com](mailto:planning@alamance-nc.com) for an initial review. Please provide one original copy of all documents to the department.

Date:
Applicant Name: Address:
Property Owner Name: Address:
Contact Name: Email: Phone:
Parcel Address:
Parcel ID:
Project Description:



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### **Statement of Acceptance:**

I swear/affirm that the information provided in this application is true and accurate to the best of my knowledge. I certify that any copies of documents I did not create myself are true, accurate, and complete copies of the original documents.

\_\_\_\_\_  
Property or Tower Owner Date

\_\_\_\_\_  
Applicant Date

Sworn to and subscribed before me this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Printed Name of Notary Public

My Commission Expires: \_\_\_\_\_

*For Internal Use*

Received by: Date

Comments Issued:  
Date of Planning Board hearing (if required):  
Date of Board of Commissioners hearing (if required):

Results:

**THIS APPLICATION MUST BE COMPLETE TO BE ACCEPTED FOR PROCESSING.  
Please see subsequent pages for additional items required at submittal.**



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### **Collocation applications must include the following:**

- (a) The name and address of the owner(s);
- (b) The physical address of the property, including tax map block and lot numbers;
- (c) The name and address of the agent(s) and officers, if the applicant is a corporation;
- (d) A copy of the applicant's collocation agreement;
- (e) Documentation from an architect or engineer licensed in the State of North Carolina that the proposed wireless communication facility has the structural integrity to accommodate more than one user, if the proposed facility is over ninety (90) feet in height;
- (f) Certification from the FAA that the proposed wireless communication facility will not pose a hazard to air navigation or is exempt from regulations.

### **Any proposed site alterations, new towers and temporary facilities must also include:**

- (a) Sealed drawings from an architect or engineer licensed in the State of North Carolina that contain the items listed below:
  - a. A scaled vicinity map showing the location of the proposed facility in relation to nearby roads, communities, and towns;
  - b. All property lines associated with the site;
  - c. Elevations of all proposed/modified structures and a description or sample of the color(s) that will be associated with them;
  - d. A site plan showing any proposed alteration of topography and vegetation;
  - e. Landscaping plans that include modification to any buffer areas;
  - f. Plans for any modifications to parking and security fencing;
  - g. Plans showing any modification to access easement(s) and proposed points of ingress and egress in relation to a public or private road(s);
  - h. Plans identifying any modifications to adjacent uses within five hundred (500) feet of the fall zone;
  - i. Documents that demonstrate a need for coverage in the geographical area;
  - j. The location of all proposed structures on the site;
  - k. A description of the height of the proposed structures;
  - l. Basic site plan information, such as existing topography (with 5' contours), proximity to floodplains and floodways, soil characteristics, existing vegetation, and other site elements that may restrict development; and
  - m. The location of any existing streets, buildings, railroads, transmission lines, sewers, bridges, culverts, drainpipes, and easements, to the extent that these may be determined from a field inspection of the property.
- (b) Approval from a North Carolina Division of Highways (NCDOT);
- (c) Proposed sedimentation control measures that have been approved by the North Carolina Department of Environment and Natural Resources, if needed.