

TELECOMMUNICATION FACILITIES APPLICATION

The information requested is necessary to complete a thorough evaluation and timely recommendation on your application. All material submitted must be clear, legible and precise; staff will only accept complete applications. Thank you for your cooperation. For a full overview of the Telecommunication Facility procedure please see The City of Red Deer Corporate Procedure for Telecommunication Facilities # 6306-CP. This is NOT a Development Permit application but an application to fulfill Industry Canada's requirement for Land Use Authority consultation. Preliminary consultation with The City of Red Deer City Planning & Growth Department is highly recommended prior to submission of an application in order to verify submission requirements and the need for a Development Permit.

Description of Land where the Telecommunication Facility is Proposed to be Located

Municipal Address(s): _____

Plan(s): _____ Block(s): _____ Lot(s): _____

Existing Land Use: _____ Previous Land Use: _____

Current Zoning: _____

Existing Structures: _____ Frontage: _____ m, ft.

Heritage Site: Yes ☐ No ☐ Abutting Heritage Site: Yes ☐ No ☐ Former Cemetery: Yes ☐ No ☐

Registered Easements or Other Burdens: Yes ☐ No ☐ Description: _____

Land Area: _____ hectares, acres, m², ft² Leased Area: _____ hectares, acres, m², ft²

Registered Owner of Land that is the Location of the Proposed Telecommunication Facility

Name / Company: _____
(Print Name)

Contact Person: _____

Street Address: _____

Mailing Address: _____

Province: _____ Postal Code: _____

Business Phone: _____ Business Fax: _____

Business E-Mail: _____

Applicant (if different from the Registered Owner)

Name / Company: _____

Contact Person: _____
(Print Name)

Business Address: _____

Province: _____ Postal Code: _____

Business Phone: _____ Business Fax: _____

Business E-Mail: _____

Owner Authorization (this section to be completed by Owner)

I (We), _____ hereby certify that I am (we are)
(Print Full Name(s))
the registered owner(s) of the land that is the subject of this application, and that the information given on this form is full and complete, and is, to the best of my (our) knowledge, a true statement of the facts relating to this Telecommunication Facility Application.

Owner Signature(s): _____ Date: _____

Authorization to Act on Behalf of the Registered Owner: (if applicable)

I (we) hereby authorize _____ to act on my (our) behalf on matters pertaining to this Telecommunication Facility Application.

Owner Signature(s): _____ Date: _____

Facility Proposed

Type of Communication Tower: _____ Height: _____ metres, feet

Use of Proposed Facility: _____

Co-location Proposed: _____ If No, Why Not: _____

Applicant's Signature

Signature of Owner/ Agent: _____ Date: _____

The personal information collected through this form is for the purpose of evaluating the proposed Telecommunication Facility Application and may be circulated to relevant agencies for a consistent purpose. This collection is authorized by section 4(c) of the Protection of Privacy Act, section 3 of the Municipal Government Act and section 5 of the Radiocommunication Act, 1985. For questions about the collection of personal information, contact planning@reddeer.ca or 403-406-8711.

Possible Exemptions from Telecommunication Application Review

Facilities listed under Section 6 (Exclusions) of the most current edition of Industry Canada's CPC-2-0-03 "Radiocommunication and Broadcasting Antenna Systems", which can be found at <http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08777.html>, may be considered exempt from submission of a Telecommunication Facility Application.

Submission Requirements

A preliminary consultation with The City of Red Deer City Planning & Growth Department should be undertaken prior to submission in order to verify specific requirements related to the nature of the application. The need for additional information beyond the material listed here may be identified at the preliminary consultation or as the application progresses through the review process. A typical submission should include the following:

- ☐ Full **application fee** of \$2,662.00 per facility/tower made payable to The City of Red Deer
- ☐ Completed Telecommunication Facility **Application**
- ☐ If registered owner or applicant is registered as a numbered company, provide **Principal Names** and positions
- ☐ Every application shall include a **comprehensive analysis** demonstrating that all types of installations, in particular, types that could be exempt or co-location, have been carefully considered. Where an applicant has determined these types of installations are unattainable, the analysis shall include detailed rationale.
- ☐ A **justification letter** identifying the companies which have agreed to co-locate on the proposed tower and if no co-location is proposed then an explanation as to the circumstances that prevent co-location.
- ☐ A brief or report documenting **public consultation** as prescribed by Industry Canada including, as applicable, area of notification, sample notification package, copy of meeting agenda and minutes indicating items discussed, additional concerns raised, resolutions achieved as well as outstanding issues
OR if public consultation has not yet been undertaken a:
 - ☐ Proposed **public consultation program** and associated timelines, a sample notification package and area of notification
- ☐ One (1) copy of the current **Certificate of Title(s)** for the subject lands, dated no more than 30 days from the date of the application and one copy of each easement document, right-of-way, restrictive covenant or other legal document registered on the property that affects the use of the lands
- ☐ **Context plan** which may be an aerial photo with labels
- ☐ Five (5) copies of a clearly reproducible **site plan** (minimum 1:100) showing:
 - ☐ north arrow, scale, legend and drawing/revision dates;
 - ☐ municipal address (i.e. street address); ☐ legal address (i.e. plan/block/lot);
 - ☐ dimensioned property lines, area, easements and other encumbrances as well as adjacent streets and lanes;
 - ☐ location of antenna and support buildings - include structure dimensions and set backs to property lines;
 - ☐ location/status of existing buildings to be retained or demolished on the site including set back dimensions;
 - ☐ existing landscaping including what is to be retained/removed; ☐ fencing including type and height; and
 - ☐ driveway location and parking areas including dimensions and surface materials.
- ☐ Five (5) copies of **elevations** for all sides of proposed buildings and tower elevations including:
 - ☐ total height ☐ building materials and colour ☐ proposed lighting including type and colour
- ☐ Colour photographs of the site showing the proposed facility/tower superimposed (maximum size 8"x10")
- ☐ Five (5) copies of a proposed **landscape plan** including
 - ☐ existing trees to be retained and description or details of proposed method(s) of protection;
 - ☐ proposed plant material graphically shown; ☐ type and location of hard and soft surface materials;
 - ☐ plant list with common & botanical names, size & quantities; ☐ location, type and height of fencing; and
 - ☐ retaining walls including top/bottom-of-wall elevations and materials.
- ☐ **Map** showing the horizontal distance between the tower base and the nearest residential property
- ☐ **Digital copies** (pdf) of drawings formatted to letter size will be required for use in the report and presentation to the Municipal Planning Commission.

Please submit your complete application to:
The City of Red Deer City Planning &
Growth Department,
City Hall, 4914 - 48th Avenue,
Red Deer, Alberta

Or mail to:
The City of Red Deer City Planning &
Growth Department,
Box 5008, Red Deer, Alberta
T4N 3T4