



**Planning and Zoning**  
**Department of Transportation and Development**  
Development Services Building  
150 Beavercreek Road | Oregon City, OR 97045  
503-742-4500 | [zoninginfo@clackamas.us](mailto:zoninginfo@clackamas.us)  
[www.clackamas.us/planning](http://www.clackamas.us/planning)

**STAFF USE ONLY**

Land use application for:

**LEVEL TWO WIRELESS TELECOMMUNICATION FACILITY**  
(Not for an Essential Public Communication Service in the AG/F, EFU, or TBR Districts)

**Application Fee: \$981**

Staff Initials:

File Number:

**APPLICANT INFORMATION**

Applicant name:	Applicant email:	Applicant phone:	
Applicant mailing address:	City:	State:	ZIP:
Contact person name (if other than applicant):	Contact person email:	Contact person phone:	
Contact person mailing address:	City:	State:	ZIP:

**PROPOSAL**

Brief description of proposal:

**SITE INFORMATION**

Site address:	Comprehensive Plan designation:	Zoning district:
Map and tax lot #: Township: _____ Range: _____ Section: _____ Tax Lot: _____ Township: _____ Range: _____ Section: _____ Tax Lot: _____ Township: _____ Range: _____ Section: _____ Tax Lot: _____		Land area:
Adjacent properties under same ownership: Township: _____ Range: _____ Section: _____ Tax Lot: _____ Township: _____ Range: _____ Section: _____ Tax Lot: _____		

Printed names of all property owners:

Signatures of all property owners:

Date(s):

**I hereby certify that the statements contained herein, along with the evidence submitted, are in all respects true and correct to the best of my knowledge.**

Applicant signature:

Date:

## A. Review applicable land use rules:

This application is subject to the provisions of [Section 835, Wireless Telecommunication Facilities](#) of the [Clackamas County Zoning and Development Ordinance](#) (ZDO).

It is also subject to the ZDO's definitions, procedures, and other general provisions, as well as to the specific rules of the subject property's zoning district and applicable development standards, as outlined in the ZDO.

## B. Turn in all of the following:

- ☐ **Complete application form:** Respond to all the questions and requests in this application, and make sure all owners of the subject property sign the first page of this application. Applications without the signatures of *all* property owners are incomplete.
- ☐ **Application fee:** The cost of this application is **\$981**. Payment can be made by cash, by check payable to "Clackamas County", or by credit/debit card with an additional card processing fee using the [Credit Card Authorization Form](#) available from the Planning and Zoning website. Payment is due when the application is submitted. Refer to the FAQs at the end of this form and to the adopted [Fee Schedule](#) for refund policies.
- ☐ **Site plan:** Provide a site plan (also called a plot plan). A [Site Plan Sample](#) is available from the Planning and Zoning website. The site plan must be accurate and drawn to-scale on paper measuring no larger than 11 inches x 17 inches. The site plan must illustrate all of the following (when applicable):
  - Lot lines, lot/parcel numbers and acreage/square footage of lots;
  - Contiguous properties under the same ownership;
  - All existing and proposed improvements, including structures, fences, landscaping, buffering, leased areas, public rights-of-way, and easements, each with identifying labels and dimensions;
  - Setbacks of all existing and proposed structures from lot lines and easements;
  - Significant natural features (rivers, streams, wetlands, slopes of 20% or greater, geologic hazards, mature trees or forested areas, drainage areas, etc.);
  - Location of utilities, wells, and all onsite wastewater treatment facilities (e.g., septic tanks, septic drainfield areas, replacement drainfield areas, drywells);
  - Parking, circulation, access, and adjacent roads; and
  - Areas of vegetation to be added, retained, replaced, or removed.
- ☐ **Vicinity map:** Include a map showing lots, land uses, zoning, and roadways within 500 feet of the proposed antenna site.
- ☐ **Elevation diagrams:** Attach accurate, to-scale drawings of antennas, wireless telecommunication towers, equipment shelters, area enclosures, and other improvements related to the proposed facility.
- ☐ **Color simulations:** For any proposed new antenna, provide color simulations of the site after construction.
- ☐ **Existing facilities map:** Provide a map of existing wireless telecommunication facilities within one mile of the subject property.
- ☐ **Alternatives analysis:** If you are proposing a new wireless telecommunication tower, you must include an alternatives analysis demonstrating compliance with ZDO Subsection 835.06(D)(1)(a). That analysis must include a statement from a qualified person that the necessary telecommunication service cannot be provided by collocation for one or more of the reasons listed in Subsection 835.06(D)(1)(a)(i)-(v).

### C. Answer the following questions:

Accurately answer the following questions in the spaces provided. Attach additional pages, if necessary.

1. Equipment shelters for the wireless telecommunication facility *must* be entirely enclosed. Will your proposed equipment shelter(s) be entirely enclosed?

☐ NO

☐ YES, as demonstrated in the attached plans.

2. Explain whether, and how, the equipment shelters will be painted or coated with a finish that best suits the operational needs of the facility, including the ability to reflect heat and to resist accumulations of dirt:

3. Will there be lighting on a wireless telecommunication tower?

☐ NO

☐ YES, but the lighting is required by state or federal regulations and will be shielded or deflected from the ground, public rights-of-way, and other lots, to the extent practicable, as explained in the box below:

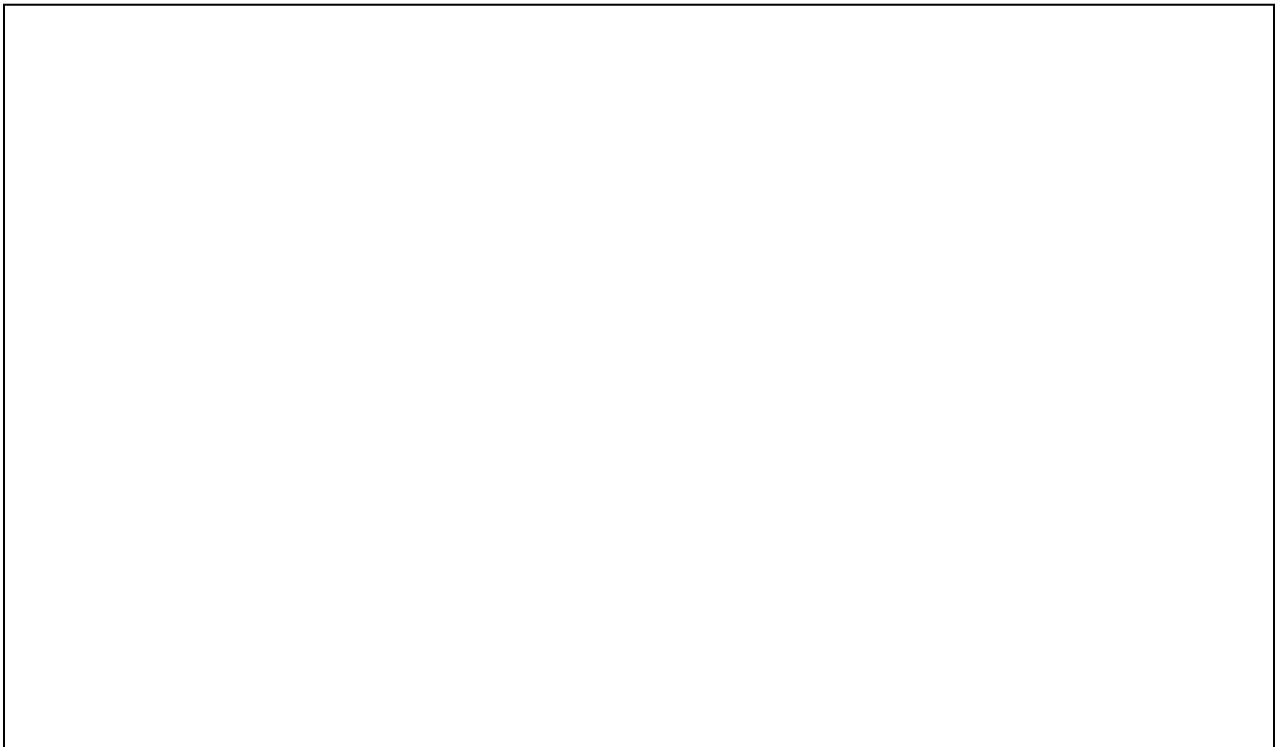
4. Will the wireless telecommunication facility be located entirely on a utility pole?

☐ YES

☐ NO, but it will be located within an area that is enclosed on all sides and the enclosure will be a minimum of six feet tall and sight-obscuring, as explained in the box below:



5. Explain how landscaping will be placed outside of the enclosed area require pursuant to ZDO Subsection 835.06(D)(5); will include ground cover, shrubs, and trees that are reflective of the natural surrounding vegetation in the area; and will comply with Subsection 1009.10 (*Note: If a portion of the wireless telecommunication facility is screened from points off-site by a building with a height of at least eight feet, landscaping is not required for the screened area*):



6. Explain how the noise generated by the wireless telecommunication facility will not exceed the maximum levels established by the Oregon Department of Environmental Quality (DEQ) or, if lots adjacent to the subject property have a lower DEQ noise standard than the subject property, how noise from the facility will not exceed that lower standard:

## D. For Level Two placement on a utility pole:

If you are proposing placement of a wireless telecommunication facility on a replacement utility pole (electric, cable, telephone, etc.) in accordance with ZDO Subsection 835.06(C), accurately answer the following questions in the spaces provided here in Part D. Attach additional pages, if necessary.

1. Describe the wireless telecommunication facility that you propose to place on a utility pole, and identify the utility services the pole will support (e.g., electrical service, cable service, telephone service):

2. The proposed collocated antenna(s) *cannot* be more than 20 feet higher than the existing support structure. How many feet higher than the support structure will your proposed collocated antenna(s) be?

No more than \_\_\_\_\_ feet higher than the support structure

3. Is the existing utility pole within a public right-of-way?

☐ NO

☐ YES, and any replacement pole proposed in this application will remain within the public right-of-way.

## **E. For a new tower for a Level Two wireless telecommunication facility:**

If you are proposing a *new* tower for a Level Two wireless telecommunication facility, in accordance with ZDO Subsection 835.06(D), accurately answer the following questions in the spaces provided here in Part E. Attach additional pages, if necessary.

1. Will the tower be inside the Portland Metropolitan Urban Growth Boundary (UGB)?

☐ NO

☐ YES, and the new tower will be a monopole.

2. Explain in the box below and in attached plans how the tower will be designed and built to accommodate collocation or additional loading. Explain how the tower will be designed specifically to accommodate no less than the following equipment, in addition to your proposed equipment:

- Twelve antennas with a float plate wind-loading of not less than four square feet per antenna;
- A standard mounting structure, standoff arms, platform, or other similar structure designed to hold the antennas;
- Cable ports at the base and antenna levels of the tower; and
- Sufficient room within or on the tower for 12 runs of 7/8-inch coaxial cable from the base of the tower to the antennas.

3. In the box below, explain how the tower will be painted or coated in a manner that blends with the surrounding area. Also explain how the finished coloring will either result in a non-reflective surface that makes the tower as visually unobtrusive as possible or is required by state or federal regulations to be different colors:



## FAQs

### When is a “Level Two” Wireless Telecommunication Facility permit required?

The County’s Zoning and Development Ordinance (ZDO) allows wireless telecommunication facilities in prescribed areas, subject to standards in ZDO [Section 835, Wireless Telecommunication Facilities](#). Section 835 includes standards for:

- Collocation on an approved wireless telecommunication facility that exceeds the standards of a Level One collocation;
- Placement of wireless telecommunication facilities on a *replacement* utility (electric, cable, telephone, etc.) pole, when the height of the replacement utility pole does not exceed the height of the pole being replaced by more than 20 feet; and
- New wireless telecommunication facilities in specified zones.

Each of the land uses listed above is considered a “Level Two” wireless telecommunication facility. Depending on the zoning district, Level Two facilities that are listed as a primary use in the subject zoning district in ZDO Table 835-1 require a Level Two Wireless Telecommunication Facility permit.

### What is the permit application process?

Level Two Wireless Telecommunications Facility permits are subject to a “Type II” land use application process, as provided for in [Section 1307](#) of the ZDO, unless an adjustment is requested pursuant to ZDO Subsection 835.07 or the facility is identified as a Conditional Use in ZDO Table 835-1, in which case the Level Two facility is subject to a “Type III” land use application process.

Type II decisions include notice to owners of nearby land, the Community Planning Organization (if active), service providers (sewer, water, fire, etc.), and affected government agencies. If the application is approved, the applicant must comply with any conditions of approval identified in the decision. The Planning Director’s decision can be appealed to the County Land Use Hearings Officer.

### How long will it take the County to make a decision about an application?

The County makes every effort to issue a decision on a Type II land use application within 45 days of when we deem the application to be complete. State law generally requires a final County decision on a land use permit application in an urban area within 120 days of the application being deemed complete, and within 150 days for a land use permit in a rural area, although there are some exceptions.

### If an application is submitted and then withdrawn, will a refund be given?

If a submitted Type II application is withdrawn before it is publicly noticed, 75% of the application fee paid, or the fee paid minus \$250, whichever is less, will be refunded. If a submitted application is withdrawn after it is publicly noticed, but before a decision is issued, 50% of the application fee paid, or the fee paid minus \$500, whichever is less, will be refunded. No refund will be given after a decision is issued. The \$5 Technology Fee is non-refundable.

### Who can help answer additional questions?

For questions about the County’s land use permit requirements and this application form, contact Planning and Zoning at **503-742-4500** or [zoninginfo@clackamas.us](mailto:zoninginfo@clackamas.us). You can also find information online at the Planning and Zoning website: [www.clackamas.us/planning](http://www.clackamas.us/planning).

*Clackamas County is committed to providing meaningful access and will make reasonable accommodations, modifications, or provide translation, interpretation or other services upon request. Please contact us at 503-742-4545 or [drenhard@clackamas.us](mailto:drenhard@clackamas.us).*

**503-742-4545:** ¿Traducción e interpretación? | Требуется ли вам устный или письменный перевод?  
翻译或口译? | Cần Biên dịch hoặc Phiên dịch? | 번역 또는 통역?