



**SUPPLEMENTAL APPLICATION**

- 1) **Wireless Telecommunication Facility Collocation Primary Use;**
- 2) **Wireless Telecommunication Facility Primary Use on Existing Utility Pole; or**
- 3) **Essential Public Communication Service As Primary Use**

(August 2018)

**APPLICANT INFORMATION**

Name \_\_\_\_\_ Date \_\_\_\_\_

File # \_\_\_\_\_

Company that applicant is representing \_\_\_\_\_

This application is for (check one):

- Primary Use Collocation
- Primary Use on Existing Utility Pole
- Essential Public Communication Service

**What is a collocation proposal, and where is it allowed as a primary use?**

The Clackamas County Zoning and Development Ordinance (ZDO) defines “Collocation” as the use of a single support structure by more than one wireless telecommunications provider. The ZDO allows, in numerous zoning districts, the collocation of antennas (and associated equipment and facilities) as a Primary Use on a previously approved wireless telecommunications facility, subject to the provisions of Subsection 835.04(A). Collocation proposals are allowed as a Primary Use in many zoning districts, but not within an Urban Residential Zoning District, or within the Future Urbanizable 10-Acre (FU-10) Zoning District.

**What is a proposal for a wireless telecommunication facility on an existing utility pole, and where is it allowed as a primary use?**

The ZDO states that wireless telecommunication facilities may be installed, as a Primary Use, on existing utility poles (electric, cable, telephone, etc.) located within a public right-of-way, subject to the provisions of Subsection 835.04(B). This type of Primary Use is allowed in nearly all zoning districts.

**What is an essential public communication service, and where is it allowed as a primary use?**

The ZDO defines an Essential Public Communication Service as a communications network for police, fire and other emergency service providers. Essential Public Communication Services are allowed as a Primary Use in all zoning districts, subject to the provisions of Subsection 835.04(C). Those proposed in commercial, industrial, or multifamily zoning districts are subject to Design Review, as outlined in Subsection 1102.

**What is needed for approval?**

All collocation proposals, existing utility pole proposals and essential public communication services listed as a Primary Use are subject to criteria in the ZDO. The applicant is responsible for providing evidence to support the request, according to the ZDO.

**What are chances for approval?**

Staff cannot predetermine the decision on this or any application. A decision of approval or denial will only be made after the complete application is processed. The decision is based on criteria appropriate to this application as listed in the ordinance. In order to address the necessary criteria, the information requested in this supplemental application should be as thorough and complete as possible.

**Application process**

Primary Use Collocation proposals; Primary Use Wireless Telecommunication Facilities proposed on existing utility poles, consistent with 835.04(B); and Essential Public Communication Services are processed as a ministerial action and are not subject to any land-use review procedures in the ZDO, nor are they subject to public notice or appeal.

**Staff will attach the following pertinent information:**

_____	Land Use Application	_____	ZDO Subsection 835
_____	Sample Plot Plan	_____	Underlying Zone

**How long will it take to get a final decision on an application?**

Approximately 21 days for a decision by Planning Staff. This decision cannot be appealed.

**Complete applications require the following:**

1. Land Use Application – Information on applicant and land involved in application.
2. Supplemental Application – Information requested on this form. Please be as complete and thorough as possible. Use additional sheets as necessary.
3. Application Fee: \$ \_\_\_\_\_ (*Fee is nonrefundable upon decision or staff report; partial refund if withdrawn after notice; full refund if withdrawn prior to notice.*)
4. One (1) Full Set of Plans, Including Site Plan – May be reduced as long as the reduction is to scale.
5. Profile of the existing or proposed wireless telecommunications facility that shows proposed antennas and support facilities.

**Justification criteria**

See Subsection 835.04 of the ZDO for specific approval standards, then provide information in the form of a written narrative, construction plans, photographs, color simulations, elevations, or other relevant materials to demonstrate compliance with the following standards:

***For Wireless Telecommunication Facility Collocation Proposal as Primary Use, as Outlined in Subsection 835.04(A):***

1. Verification and supporting evidence of an approved and implemented landscaping plan that is in compliance with Subsection 835.08(G). This may require some research into the previous approval authorizing the original facility for which the collocation is proposed. If a landscaping plan was previously approved, but not implemented, the applicant will be required to implement a landscaping plan consistent with the original approval, or consistent with the current provisions of 835.08(G), before the Planning Division will sign off on the building permit.
2. Verification that no increase in the height of the existing wireless telecommunication support structure is proposed.
3. Verification that any proposed antennas are no more than 20 feet higher than the existing support structure.
4. Verification that all aspects of the collocation improvements will be located within the previously approved fenced lease area. This standard requires the fenced lease area to be enclosed on all sides with fencing or screening that is at least 6 feet tall and sight-obscuring. The applicant will be required to satisfy this condition before the Planning Division will sign off on the building permit.
5. Verification that the collocation improvements satisfy the development standards for the underlying zone.
6. Verification that the collocation proposal does not involve the removal of any previously approved landscaping or buffering.

***For Wireless Telecommunication Facility Proposal as Primary Use on Existing Utility Pole, as Outlined in Subsection 835.04(B):***

1. If it is necessary to replace the existing pole with a pole suitable for wireless communication, verification that the new pole is no taller than the pole that is being replaced.
2. Verification that proposed equipment shelters or utility carrier cabinets, if any, are consistent with Subsection 830, located on the pole and within the public right-of-way.

***For Essential Public Communication Services, as Outlined in Subsection 835.04(C):***

1. If proposed in commercial, industrial or multifamily zoning districts, the proposal will be subject to Design Review, as outlined in Subsection 1102.

Questions: Contact Andrew Yaden at 503-742-4578 or [AYaden@clackamas.us](mailto:AYaden@clackamas.us)