



# CITY OF EASTON

One South Third Street  
 Easton, PA 18042  
 phone (610) 250-6724  
 fax (610) 250-6607  
 e-mail codes@easton-pa.gov

## COMMUNICATIONS FACILITY ZONING PERMIT APPLICATION

Application is hereby made to the Easton Zoning Administrator for (explain proposal):

located at \_\_\_\_\_

I hereby certify that I am the legal or equitable owner of the property for which this application is made, and attest that all information given is true and accurate to the best of my knowledge. I understand that any misrepresentation of information supplied hereunder shall render this application and any subsequent approvals null and void.

**\$50.00 FILING FEE REQUIRED**

\_\_\_\_\_  
 (Signature of Legal or Equitable Owner)

**OWNER: Name** \_\_\_\_\_  
**Address** \_\_\_\_\_  
 \_\_\_\_\_  
**Phone** \_\_\_\_\_

**APPLICANT: Name** \_\_\_\_\_  
**Address** \_\_\_\_\_  
 \_\_\_\_\_  
**Phone** \_\_\_\_\_

### SUPPORTING MATERIAL CHECKLIST

TO BE COMPLETED BY APPLICANT		ZONING ADMINISTRATOR (FOR OFFICE USE ONLY)
<b>Section 13216.03</b>		
<b>Yes</b>	<b>No</b>	
<input type="checkbox"/>	<input type="checkbox"/>	Will communications antenna(s) mounted on a building or another structure?
		If Yes,
		Type of building: _____ (Exclusions defined in Article 1321.01, Use Definitions, Part Thirteen – Planning & Zoning Code of the Codified Ordinances of the City of Easton)
		Omni-directional or whip communications antennas: Height _____ Width _____ (Not to exceed height of 20 ft and diameter of 7 inches).
		Directional or panel communications antennas: Height _____ Width _____ (Not to exceed height of 5 ft and width of 3 ft).
<input type="checkbox"/>	<input type="checkbox"/>	Has the applicant submitted documentation from a Pennsylvania registered professional engineer certifying that the proposed installation will not exceed the structural capacity of the building or other structure, considering wind and other loads associated with the antenna location?
<input type="checkbox"/>	<input type="checkbox"/>	Has the applicant submitted detailed construction and elevation drawings indicating how the antennas will be mounted on the structure?
<input type="checkbox"/>	<input type="checkbox"/>	Has the applicant submitted evidence of agreements and/or easements necessary to provide access to the building or structure on which the antennas are to be mounted for installation and maintenance purposes?
<input type="checkbox"/>	<input type="checkbox"/>	Will communications facility be located within a FEMA determined 100 year flood plain?
<input type="checkbox"/>	<input type="checkbox"/>	If Yes, is the service defined as essential (Article 1307.01)?
<b>Section 13216.04</b>		
<input type="checkbox"/>	<input type="checkbox"/>	<i>Compliance:</i> Do communications towers comply with all applicable Federal Aviation Administration, Commonwealth Bureau of Aviation and applicable Airport Zoning Regulations?
<input type="checkbox"/>	<input type="checkbox"/>	<i>Recording:</i> Will the communications equipment building be manned? If yes, recording of a plat of subdivision or land development is required for a lease parcel on which a communications tower will be constructed.
<input type="checkbox"/>	<input type="checkbox"/>	<i>Collocation:</i> Has the applicant submitted documentation that proximate property owners within the ¼ mile radius of the proposed communications tower site were contacted, noting which reason(s) of Section 13216.04 (c) of the City of Easton's Wireless Communication Ordinance apply?
<input type="checkbox"/>	<input type="checkbox"/>	<i>Design:</i> Are cellular communications towers, mounting sleds, hardware, antennas, hard wiring, and cabling designed, painted and/or made of materials that blend into the surrounding built and natural environments, including the minimization of visibility from public rights-of-way?
<input type="checkbox"/>	<input type="checkbox"/>	<i>Design:</i> Are all antennas stealth?
<input type="checkbox"/>	<input type="checkbox"/>	<i>Emergency Access:</i> Is access available to the communications tower and communications equipment building by means of a public street or easement to a public street?
<input type="checkbox"/>	<input type="checkbox"/>	<i>Emergency Access:</i> Is the easement a minimum of 20 feet in width and improved to a width of at least 10 feet with a dust-free, all weather surface for its entire length?
<input type="checkbox"/>	<input type="checkbox"/>	<i>Emergency Access:</i> Is emergency access to the communications complex available to the Easton City Fire Department? (Proper forms and any associated fees must be paid to the Easton City Fire Department before communications service may begin.)
<input type="checkbox"/>	<input type="checkbox"/>	<i>Emergency Access:</i> Has an Easton City Fire Department approved emergency management system, such as Knox Key accessibility, been installed? (Must be fully operational before communications service begins.)
<input type="checkbox"/>	<input type="checkbox"/>	<i>Parcel Occupation:</i> Does the lot (which contains the leased parcel for the communications tower) meet the minimum lot size requirements for the Zoning District?

<b>TO BE COMPLETED BY APPLICANT (page 2)</b>		
<b>Yes</b>	<b>No</b>	
<input type="checkbox"/>	<input type="checkbox"/>	<i>Height:</i> Height limitation of applicable zoning district is not to be exceeded by more than 20 ft. (Section 13216.03) Is the proposed tower in an Industrial-General Limited (IGL) zoning district?
<input type="checkbox"/>	<input type="checkbox"/>	If No, is the communications tower less than or equal to 150 feet in height? (The height may be increased to no more than 200 feet, provided the required setbacks from adjoining property lines (not lease lines) are increased by one foot for each one foot of height in excess of 150 feet.)
<input type="checkbox"/>	<input type="checkbox"/>	If Yes, is the communications tower less than or equal to 180 feet in height?
<input type="checkbox"/>	<input type="checkbox"/>	<i>Height:</i> Has the applicant demonstrated that the proposed height of the communications tower is the minimum height necessary to perform its function?
<input type="checkbox"/>	<input type="checkbox"/>	<i>Site Plan:</i> Has a site plan been prepared and submitted for any proposed commercial communications tower and/or antenna?
		<i>Setbacks:</i> How far are the foundation and base of any communications tower set back from a property line (not lease line)? _____ (Minimum = 100 ft for property adjacent to any residence or in any residential district, and 50 ft from any other property line)
<input type="checkbox"/>	<input type="checkbox"/>	<i>Screening:</i> Are proposed plant type(s) and locations shown on the site plan? (As per planting screen requirements set forth in Section 13216.04 (j).)
<input type="checkbox"/>	<input type="checkbox"/>	<i>Fencing:</i> Will the site of the communications tower be secured by a fence with a minimum height of 6 ft and a maximum ht of 12 ft?
<input type="checkbox"/>	<input type="checkbox"/>	<i>Communication Equipment Shelter/Building:</i> Has information been provided to the municipality detailing the contents of the proposed equipment shelter as per requirements set forth in Section 13216.04 (l)?
<input type="checkbox"/>	<input type="checkbox"/>	<i>Communication Equipment Shelter/Building:</i> Will the communications equipment building comply with the required yards and height requirements of the applicable zoning district for an accessory structure?
<input type="checkbox"/>	<input type="checkbox"/>	<i>Guy Wires:</i> Will guy wires associated with guyed communications towers be clearly marked and located within a fenced enclosure?
<input type="checkbox"/>	<input type="checkbox"/>	<i>Lighting and Signage:</i> Are the only signs or lights mounted on the communications tower those required by the FCC, FAA or other governmental agency that has jurisdiction?
<input type="checkbox"/>	<input type="checkbox"/>	<i>Lighting and Signage:</i> Are the antennae support structure artificially lighted? (Should not be unless required by FAA or other governmental agency that has jurisdiction.)
<input type="checkbox"/>	<input type="checkbox"/>	<i>Parking:</i> Is one off street parking space provided within the fenced area?
<input type="checkbox"/>	<input type="checkbox"/>	<i>Structural Standards:</i> Has the applicant submitted certification from a PA registered professional engineer that a proposed communications tower will be designed and constructed in accordance with the current Structural Standards for Steel Antenna Towers and Antenna Supporting Structures (published by the Electrical Industrial Association /Telecommunications Industry Association) and applicable requirements of the City of Easton's Building Code?
<input type="checkbox"/>	<input type="checkbox"/>	<i>Noise:</i> Are emergency generators located below grade and suitably soundproofed so that noise volumes measured at property lines do not exceed ambient levels as outlined in the Codified Ordinances of the City of Easton, Part Thirteen, Title Eleven, Article 13111 – Noise Control Standards and Enforcement?
<input type="checkbox"/>	<input type="checkbox"/>	<i>Noise:</i> Does the telecommunications facility and associated noise and/or vibration generating sources meet the Noise Control Standards as outlined in the Codified Ordinances of the City of Easton, Part Thirteen, Title Eleven, Article 13111?
<b>Federal Communication Commission (FCC) – Please submit the following:</b>		
<input type="checkbox"/>	<input type="checkbox"/>	Current FCC license
<input type="checkbox"/>	<input type="checkbox"/>	Name, address & emergency telephone number for operator of proposed communications tower
<input type="checkbox"/>	<input type="checkbox"/>	Documentation of FCC approval for proposed communication tower and/or antenna
<input type="checkbox"/>	<input type="checkbox"/>	Certificate of Insurance covering communications tower and/or antenna: General liability coverage in the minimum of \$1 million per occurrence
<input type="checkbox"/>	<input type="checkbox"/>	Certificate of Insurance covering communications tower and/or antenna: Property damage coverage in the minimum amount of \$1 million per occurrence
<input type="checkbox"/>	<input type="checkbox"/>	Documentation that the proposed communications tower and/or antennas comply with all applicable standards established by the FCC governing human exposure to electromagnetic radiation
<b>National Environmental Policy Act (NEPA) – Please submit the following:</b>		
<input type="checkbox"/>	<input type="checkbox"/>	A copy of the NEPA-required environmental assessment (EA) report
<b>Will the proposed commercial communications tower:</b>		
<input type="checkbox"/>	<input type="checkbox"/>	Be located in an officially designated wildlife preserve?
<input type="checkbox"/>	<input type="checkbox"/>	Affect listed threatened or endangered species or designated critical habitats?
<input type="checkbox"/>	<input type="checkbox"/>	Be likely to jeopardize the continued existence of any proposed endangered or threatened species or likely to result in the destruction or adverse modification of proposed critical habitats, as determined by the Secretary of the Interior pursuant to the Endangered Species Act of 1973?
<input type="checkbox"/>	<input type="checkbox"/>	Affect districts, sites, buildings, structures or objects, significant in American history, architecture, archaeology, engineering or culture that are listed or are eligible for listing in the National Register of Historic Buildings or Places?
<input type="checkbox"/>	<input type="checkbox"/>	Affect a Native American religious site?
<input type="checkbox"/>	<input type="checkbox"/>	Involve significant change to surface features, including but not limited to wetlands, removal of woodland areas or water diversion?
<input type="checkbox"/>	<input type="checkbox"/>	Be located within a floodplain?
<input type="checkbox"/>	<input type="checkbox"/>	Be equipped with high-intensity white lights located in residential neighborhoods?

<b>TO BE COMPLETED BY APPLICANT (page 3)</b>		
Yes	No	
<b>If any of the above 8 NEPA conditions apply, please provide the following:</b>		
<input type="checkbox"/>	<input type="checkbox"/>	Notification to the municipality at least 30 days prior to any hearing or consideration of the EA report by the FCC or Advisory Council on Historic Preservation.
<input type="checkbox"/>	<input type="checkbox"/>	A document demonstrating how any negative impact on the features in the EA will be mitigated, including copies of all public agency review responses.
<b>If proposed commercial communications facility will be located within the Local Historic District (LHD), please:</b>		
<input type="checkbox"/>	<input type="checkbox"/>	Demonstrate that the addition of a communications facility to property located in or adjacent to the downtown LHD will not adversely affect any historic and/or culturally significant resources within the viewshed of the proposed site.
<input type="checkbox"/>	<input type="checkbox"/>	Provide a Certificate of Appropriateness from the Easton Historic District Commission (EHDC) if proposed communications facility is within a PA Historical and Museum Commission delineated LHD.
<input type="checkbox"/>	<input type="checkbox"/>	Provide comment(s) from the EHDC if proposed communications facility is within the viewshed of the downtown LHD, but not located within it.

**\*\*\*FOR OFFICE USE ONLY\*\*\***

Date Rec'd:		Date Reviewed:		Reviewed By:	
Fee Rec'd:		Approved <input type="checkbox"/>	Denied <input type="checkbox"/>	Refer to Planning as Special Exception <input type="checkbox"/>	
Rec'd By:		Comments:			
Permit No:					
Zoning District:					