

**STAFF USE ONLY**

Case Number: \_\_\_\_\_

Hearing Date: \_\_\_\_\_



**APPLICATION FOR WIRELESS COMMUNICATION FACILITY (WCF) TOWER CONDITIONAL USE PERMIT**

(Pre-application meeting strongly encouraged)

Conditional use means a use permitted in a particular zone district upon showing that such use in a specified location will comply with all the conditions and standards as specified in Chapter 37 of the City Code, including any additional conditions of approval required by the Planning and Zoning Commission.

Pursuant to Idaho Code Section 67-6512(f), exceptions or waivers of standards, other than use, in the Zoning Chapter may be permitted by the Commission through issuance of a conditional use permit only when the exceptions or waivers of standards are incidental to the conditional use permit being considered by the Commission.

**By submitting this application to the City of Lewiston you are entering a quasi-judicial process. As such, you must not discuss the application with any member of the Lewiston Planning and Zoning Commission, or the Lewiston City Council, outside of the public hearing at which this matter will be heard.**

**APPLICANT INFORMATION**

Full Name of Company or Person: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_  
*Street Address* *Apartment/Unit #*

\_\_\_\_\_  
*City* *State* *ZIP Code*

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**OWNERSHIP INFORMATION**

Property Owner Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

**PROPERTY INFORMATION**

Street Address of Subject Property: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

**OR** attach the most current deed if not part of a subdivision.

Property Zoning: \_\_\_\_\_

Is the property in a designated Historic District or Normal Hill Heritage Overlay Zone? \_\_\_\_\_

If yes, has the necessary Certificate of Appropriateness been approved? \_\_\_\_\_

### NATURE OF YOUR REQUEST

**PLEASE ADDRESS THE FOLLOWING FACTORS, AS THEY RELATE TO YOUR APPLICATION, TYPED ON SEPARATE SHEETS OF PAPER.**

- (1) Whether the proposed tower meets the other provisions of Lewiston City Code Chapter 37, Article XVII.
- (2) Surrounding topography, trees, buildings and antennas that would impair RF signals.
- (3) Proximity of the tower to residential structures and residential zone boundaries and whether the tower impairs the view shed.
- (4) Proximity of the tower to structures in historic district(s) or in the Normal Hill Heritage Overlay Zone so as to impair visual aesthetics.
- (5) Nature of uses on adjacent and nearby properties and compatibility with those uses.
- (6) Design of the tower, with particular reference to design characteristics that have the effect of reducing or eliminating visual obtrusiveness.
- (7) Whether existing structures or towers are available in accordance with Lewiston City Code Sec. 37-222 and located within the geographic area that meet the applicant's service coverage or capacity requirements.
- (8) Whether existing towers or structures have sufficient structural strength to support the proposed antenna and related equipment.
- (9) Whether there are other limiting factors not enumerated herein that render existing towers and structures unsuitable.
- (10) What exception to a development standard is needed for the wireless communication facility and why?

### PLAN INFORMATION

Site plans and elevation drawings and photo simulations are required.

**Site plans shall include the following (existing and proposed):**

- Property lines and lease lines, including dimensions;
- Street address or legal description;
- North arrow and scale;

- Setbacks between buildings, structures and property lines;
- All building and structure locations, sizes and uses;
- Driveways and parking spaces;
- Landscaping;
- Location of garbage dumpsters
- Other information necessary to fully explain and describe the nature of the request, as determined by the City Planner.

**Elevation drawings and photo simulations shall include the following:**

- Property address affiliated with the application;
- Engineering or architectural scale;
- Labeling of items depicted;
- Dimensions of structures depicted;
- Depiction of structure and equipment materials, colors and appearance, as well as related landscape and vegetation features

The plans, as approved or modified by the Planning and Zoning Commission, shall be deemed a part of the applicant's conditional use permit and all use and development shall comply with the plans, application and conditions of approval set by the Planning and Zoning Commission, as well as all applicable City Codes. Nothing in a conditional use permit approval shall be interpreted as allowing the owner or applicant variation from current ordinances that were not specifically addressed at the time of conditional use permit approval.

**APPLICATION SUBMITTAL AND PROCESSING**

An application pre-submittal meeting with the City Planner is strongly encouraged to expedite processing, to the extent possible.

Incomplete applications will be subject to the tolling provisions of Federal law.

An application fee must be paid at the time of submittal.

Expect a five to seven working day application review period prior to scheduling the required public hearing. Corrected or additional information may be required after application submittal, based upon application review and in accordance with Federal guidelines.

**APPLICANT'S CERTIFICATION**

The applicant hereby certifies that the information contained in this application is true and correct to the best of my/our knowledge.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

The Property Owner hereby authorizes this application:

Signature of Owner: \_\_\_\_\_

Date: \_\_\_\_\_