



Town of Boiling Springs

PO Box 1014 | Boiling Springs, NC 28017
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www.BoilingSpringsNC.net

TOWER PERMIT APPLICATION

BEFORE STARTING

The Tower Code states no tower over 35 feet in height shall be constructed, altered, reconstructed, or expanded until a Tower Permit is obtained. Maintenance and upgrades to equipment do not require a permit unless constitute an alteration or expansion of the Tower.

- \$500 fee is required to process Tower Permits
- Signature required on Page 3
- Site development plan required with all Tower Permit Applications
- Tower Permits must be approved by the Board of Planning and Adjustment
- A Public Notice will be required
- Applicants must submit 5 copies of their application and supporting materials
- When necessary, the Town will, at the applicant's expense, retain one or more professional engineers to assist in reviewing Tower Permit Applications.

GENERAL INFORMATION

PROJECT NAME:	
PROJECT PROPERTY	
Physical Address:	Parcel No:
Property Owner(s):	
Owner Mailing Address:	
Owner Telephone:	Owner Email:

PROJECT APPLICANT	
Permit Applicant Name:	
Applicant Mailing Address:	
Applicant Telephone:	Applicant Email:
Applicant Relation to Property: <input type="checkbox"/> Owner <input type="checkbox"/> Developer/Contractor <input type="checkbox"/> Legal Representative of Owner	

PROJECT TYPE		
<input type="checkbox"/> Construction of New Tower	<input type="checkbox"/> Alteration to Tower	<input type="checkbox"/> Reconstruction of Tower
<input type="checkbox"/> Expansion of Tower	<input type="checkbox"/> Other:	

REQUIRED MATERIALS

SITE DEVELOPMENT PLAN INCLUDING:

- Applicant and property owner's name, address, contact information
- Tax parcel ID number
- The tower's latitudinal and longitudinal coordinates
- Vicinity Map
- Scale and north arrow
- Seal, signature, and contact information of NC registered land surveyor
- Survey boundary lines of the parcel and proposed tower fall area
- Owner contact information, address, and tax parcel numbers of all adjacent properties
- All structures, public and private roads, highways, utilities located on the parcel
- All existing towers on the property or any towers will a fall area that encroaches onto the property
- Proposed tower's location, proposed fall area, and all support structures and guy line anchors
- Ground elevation of tower base, all proposed support structures, property corners, and permanent site benchmark
- All proposed access roads, easements, ROW's, and any other improvements to the site

PRELIMINARY TOWER DESIGN PLAN INCLUDING:

- Applicant and property owner's name, address, contact information
- Tax parcel ID number
- Vicinity Map
- Scale and north arrow
- Seal, signature, and contact information of engineer
- Plan showing base of the tower and foundation for all guy line anchors and support structures
- Plan shows any other proposed improvements including access roads and utility connections
- Tower elevation showing proposed lighting, antennas, and other appendages
- Elevation of proposed set of guy line anchors
- Proposed tower design loads

OTHER REQUIRED MATERIALS:

- Map and description of service areas for the proposed tower and antennas or other devices
- Written statement from FAA and FCC showing tower is exempt or complies with all applicable regulations
- Statement identifying all other possible alternatives considered within the service area
- Statement identifying any requested variance from Town Code Chapter 155: Tower Code

ADDITIONAL MATERIALS PROVIDED

- _____
- _____
- _____
- _____
- _____

DETERMINATIONS

This application has been reviewed for compliance with all applicable sections of the Tower Code. The Issuance of this permit is based on the proposals indicated on this application and is contingent upon compliance with all conditions Comments, and restrictions provided. Conditions must appear on the face of the final site development plan. The omission of any element of the proposed project does not exclude that element from complying with Tower Code. Tower Permits are Valid for 12 months. Based on the projects compliance with Chapter 155 Section 155.11 "Tower Approval Standards" this permit is herby:

Approved **Approved w/Conditions** **Denied**

Conditions/Comments/Restrictions:

Additional Materials Referenced

Date Board of Planning and Adjustment considered Permit: _____

Code Enforcement Officer Issuance: _____ Date: _____

APPLICANT STATEMENT & AGREEMENT

I hereby certify the information on this application is true and correct and that the building or land will not be used for any other purpose than indicated on this application. I will adhere to the conditions, comments, and restrictions, provided as a result of this application's review. I understand this Permit only certifies the proposed project complies with the Zoning Code and is not a building permit, certificate of occupancy, or other certification required for construction or occupancy.

Applicant Signature: _____ Date: _____

Print Name: _____

Staff Assigned # _____