

## Telecommunication Application Form

Fees		
<b>Total Fee</b> <b>\$1130.00</b>	Processing Fee \$330.00 *Advertising Deposit \$800.00	*Where costs differ from the deposit, the balance will be charged or refunded to the applicant.
<b>Description of proposed tower</b> (including type and height) and associated facilities (equipment shelters size and location as well as any proposed fencing , etc.) in detail: (attach additional pages, if necessary)		
Existing Land Use		
Existing Structures		Previous Land Use
Sanitary Service		Water Service

### PROPERTY INFORMATION

#### Primary Property

PID	Civic Address	Owner(s) Name

#### Other Property(s) affected

PID	PID	PID

### ENCUMBRANCES

Describe any easements, restrictive covenants or other encumbrances affecting the subject land(s):

### CULTURE/ HERITAGE

<b>Is this a registered Heritage Property?</b> <input type="checkbox"/> Municipal <input type="checkbox"/> Provincial <input type="checkbox"/> Federal <input type="checkbox"/> No
Does this property abut a registered Heritage Property? <input type="checkbox"/> Yes <input type="checkbox"/> No



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### POSSIBLE EXEMPTIONS FROM TELECOMMUNICATION APPLICATION REVIEW

Installations listed under Section 6 (Exclusions) of the most current edition of Industry Canada's CPC-2-03 ("Radiocommunication and Broadcasting Antenna Systems")<sup>1</sup> **may be considered exempt** from a Telecommunication Application Review.

- In cases where a proposal may be considered exempt from a Telecommunication Application Review, a detailed **justification letter** shall be provided to the Municipality's Planning Department **for review and confirmation**.

**Telecommunication facilities may also be considered exempt from a Telecommunication Review where the Municipality has determined the proposal meets the requirements of the applicable Land Use By-law.**

### SUPPORTING INFORMATION REQUIREMENTS

#### Required Information for ALL APPLICATIONS

- Every** Telecommunication Application shall include a **comprehensive analysis** demonstrating that **all types of installations**, listed under Section 6 of Industry Canada's CPC-2-03, **have been carefully considered**. Where an applicant has determined these types of installations are **unattainable**, the comprehensive analysis shall include **detailed rationale**.
- 3 copies - Detailed Site Plan (*note 1*)
- 1 copy - latest survey plan (where available)
- 3 copies - Building/Tower Elevations (*note 2*)
- Electronic versions of selected materials in an acceptable file format (PDF)

#### Other Information

- 1 copy - aerial photograph(s) (may be incorporated into the site plan)
- preliminary landscape plan (*note 3*)
- architectural / photographic or artist rendering of proposed facility
- 3 copies - radio frequency emission study (*note 4*)
- 1 copy - justification letter identifying companies which are co-locating and if no co-location is proposed then an explanation as to the circumstances that prevent co-location

**Planning staff will advise which items from the Other Information list are necessary depending on the nature of your application. The need for additional information beyond the material listed here may be identified as the application progresses through the review process.**

### DRAWING STANDARDS

Plans shall be prepared by the appropriate qualified professionals (i.e., engineer, architect, landscape architect, surveyor, etc.) who are members in good standing and are based on the best available and most current mapping or aerial photos. All plans are to include a north arrow, scale, legend, and drawing/ revision dates. The type of plan (e.g. "Site Plan") shall appear in a title block in the lower right portion of the drawing.

A digital copy (pdf) of drawings formatted to letter size will be required for use in the report and presentation to Council.

<sup>1</sup> [www.ic.gc.ca/eic/site/smt-qst.nsf/eng/sf08777.html](http://www.ic.gc.ca/eic/site/smt-qst.nsf/eng/sf08777.html)

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### **NOTE 1**      ***Detailed Site Plan***

The site plan shall include the following details:

- Dimensions and area of all subject lands based on the most recent surveys and legal descriptions
- Location and names of all existing and proposed streets, registered easements, and rights-of-way,
- A key plan, property identification (PID #, lot number, and/or civic number), and name of the property owner
- The footprint and area of proposed buildings, setbacks from all property boundaries, and the location of any existing buildings or structures to be retained or demolished
- Driveway locations and parking layout, fully dimensioned
- Surface types (e.g. asphalt, gravel, sod, woodland etc.)
- Areas of existing vegetation with an indication of what is to be retained
- Any existing or proposed fencing including type and height

### **NOTE 2**      ***Building/Tower Elevations***

Building/Tower elevations shall be prepared by a qualified professional and may include the following details:

- Cross section through the site showing tower structures and buildings
- Total height of tower structure
- Proposed lighting including type
- Building materials and colours
- Renderings of all elevations
- Signage (if applicable)
- View plane locations (if applicable)

### **NOTE 3**      ***Preliminary Landscape Plan***

The preliminary landscape plan shall be prepared by a Landscape Architect and include the following details:

- General description of type and location of hard and soft surface materials
- General description of proposed plant material (e.g. deciduous and coniferous trees, shrubs, sod and ground covers) graphically shown on the plan
- General location, size and type of fencing, retaining walls and buffers
- Delineation of areas of existing trees to be retained
- Description or details of proposed method(s) of tree protection

### **NOTE 4**      ***Radio Frequency Emission Study***

The Radio Frequency Emission Study shall be prepared by an appropriately qualified Engineer in conjunction with the Owner and may include the following details:

- Written attestation that there will be compliance with Health Canada's Safety Code 6 guideline for the protection of the general public
- An indication of any Safety Code 6 related signage and access control mechanisms that may be used
- Analysis of the potential effect on any nearby electronic equipment and proposed mitigation methods
- Analysis of the potential 'ghosting' interference to FM/TV receivers used by the general public and proposed mitigation methods
- Written confirmation of the project's status under the Canadian Environmental Assessment Act
- Information on any aeronautical obstruction marking requirements of Transport Canada or NAV Canada
- An attestation that the installation will respect good engineering practices including structural adequacy



PO Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

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***Please submit your application to the appropriate Planning Applications office:***

**Halifax**  
Planning Applications  
Bayers Road  
PO Box 1749  
Halifax, NS B3J 3A5

*courier:*  
7071 Bayers Road, Suite 2005  
Halifax  
*tel:* (902) 490-4393

**Sackville**  
Planning Applications  
Acadia Centre  
PO Box 1749  
Halifax, NS B3J 3A5

*courier:*  
636 Sackville Drive  
Sackville  
*tel:* (902) 869-4260

**Dartmouth**  
Planning Applications  
Alderney Gate  
PO Box 1749  
Halifax, NS B3J 3A5

*courier:*  
40 Alderney Drive, 2<sup>nd</sup> Floor  
Dartmouth  
*tel:* (902) 490-4472