

Telecommunication Application Form

Fees		
Total Fee \$1130.00	Processing Fee \$330.00 *Advertising Deposit \$800.00	*Where costs differ from the deposit, the balance will be charged or refunded to the applicant.
Description of proposed tower (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

Is this a registered Heritage Property? <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



PO Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

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Are you aware if the site contains any of the following cultural/heritage resources?

- archaeological sites
 buildings, structures, and landscape features of historical significance or value
 cemeteries or known burials

If yes to any of the above, please provide details of any cultural or heritage resources on or abutting the site:

CONTACT INFORMATION

Registered Owner(s):		
Mailing Address		
E-mail Address		
Phone	Cell	Fax
Applicant?* <input type="checkbox"/> Yes <input type="checkbox"/> No		

Consultant:		
Mailing Address		
E-mail Address		
Phone	Cell	Fax
Applicant?* <input type="checkbox"/> Yes <input type="checkbox"/> No		

I certify that I am submitting the above referenced application, including all of the required supporting information, for approval with the consent of the owner(s) of the subject property(s). The owner(s) has/have seen the proposal and have authorized me to act as the applicant for this planning application. * My identification as the applicant means that I am the primary contact with HRM in all matters pertaining to this application.

I understand that all studies or reports submitted in support of this application are public. Once it has been determined that these documents are complete in both the comprehensiveness of the data used and that the analysis methodology is in keeping with HRM standards, they will be available for release to the public for inspection. Upon request by HRM, I agree to provide additional copies of such reports or studies as may be necessary.

Applicant Signature

Application Date

All applications must include the written consent of all registered owners of the subject lands, contain complete and accurate information, and include the appropriate fees. **Incomplete applications will be returned.**

All fees are to be made payable to Halifax Regional Municipality.

All plans are to be folded to approximately 8½" x 11" with the face of the folded print being the title block which is located in the lower right-hand corner of the plan.

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")¹ **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.

¹ www.ic.gc.ca/eic/site/smt-gst.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

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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, 2nd Floor
Dartmouth
tel: (902) 490-4472