

TELECOMMUNICATIONS FACILITY PERMIT APPLICATION CHECKLIST: The following information is required for all Land Use Permits for telecommunications facilities, unless waived by the Land Use Administrator. The applicant shall submit ___ copies of the Site Plan and documents listed below. (*Reference Article 5 Section 5.40 G.*)

REVIEW CRITERIA. All applications for a Land Use Permit for a Telecommunications Facility shall address the following review criteria in addition to the review criteria applicable to non-residential uses and to the General Review Criteria found in *Article 5, Section 5.30. (Reference Costilla County Land Use Code)* and review criteria will be used in evaluating Telecommunication Facility applications: (*Reference Costilla County Comprehensive Plan – Public Infrastructure and Services*)

- All structures shall be integrated into their natural surroundings.
- Structures shall not be placed on a ridgeline that will create the effect of “skylining” the structure.
- **Telecommunications Act.** All telecommunications facilities shall comply with the standards of this Code, all applicable standards of the Federal Telecommunications Act of 1996, and all applicable requirements of the Federal Aviation Administration (FAA).
- **Residential Setbacks.** Telecommunications facilities and towers shall be set back from all residentially zoned or used property by a minimum of two hundred (200) feet, or two hundred (200) percent of the height of the proposed tower or facility, whichever is greater. Setback requirements shall be measured from the outside perimeter of the base of the tower, and from every other vertical component of the telecommunications facility or tower higher than ten (10) feet, to any portion of the adjoining property. If notice to the adjoining property owner is given, the County may reduce any such setback by up to twenty-five (25) percent, but only if such reduction is necessary to reduce the visual impact of the tower.
- **Setback from the property line.** All telecommunication facilities and transmission towers shall be set back a minimum of eighty-five (85) feet from the property line or at a 2:1 ratio (two (2) feet of setback for every foot of tower height from the property boundary of the facility) whichever is greater.
- **Monopole Tower Separation.** Monopole tower structures shall be separated from all other transmission towers, whether monopole, self-supporting lattice or guyed, by a minimum of seven hundred and fifty (750) feet.
- **Telecommunications Facility Support Structures.** Telecommunications facility support structures shall not exceed the minimum height necessary to ensure effective telecommunications service within the relevant market area. All telecommunications facility support structures shall be screened and painted to minimize their visibility.
- **Self-supporting Latticed or Guyed Transmission Towers.** Self-supporting lattice or guyed transmission towers shall be separated from all other self-supporting lattice or guyed towers by a minimum of one thousand five hundred (1,500) feet.
- **Shared Facilities.** Shared use/co-location of wireless communication facilities on existing structures, towers or buildings in a manner that precludes the need for the construction of a freestanding structure of its own shall be utilized wherever possible.
- **New Towers and Facilities.** No new transmission tower or facility shall be permitted unless the applicant demonstrates to the satisfaction of the County that no existing tower, structure or utility facility can be used by the applicant. To gain approval to construct a new transmission tower or facility, the applicant must demonstrate that:
 - No existing transmission tower, facility or utility structure is located within a distance which meets the applicant's engineering requirements; or
 - No existing transmission tower, facility or utility structure is located within a distance which meets the applicant's engineering requirements and which has sufficient structural strength or space available to support the applicant's telecommunication facility and related equipment; or

- The applicant's proposed telecommunication facility will not cause unreasonable electromagnetic or other interference with the antennas on existing towers, structures or utility structures or the antennas of existing transmission towers, facilities or utility structures or that such existing facilities would interfere with the applicant's uses such that co-location is not possible; or
- No owner of existing towers, structures or utility structures, within a distance that meets the applicant's engineering requirements, will allow the applicant to place its telecommunication facility thereon.
- **Structural and Engineering Standards.** The applicant shall submit evidence concerning structural and engineering standards prepared by a Colorado registered professional engineer. The safety of the property and the neighborhood shall be protected.
- **Interference.** Every transmission tower and telecommunication facility shall meet the regulations of the Federal Communications Commission (FCC) regarding physical and electromagnetic interference.
- **Health Standards.** Transmission towers and telecommunication facilities shall meet applicable health and safety standards for electromagnetic field (EMF) emissions as established by the FCC and/or any other Federal or State agency having jurisdiction.
- **Public and Utility Structures.** Transmission towers or telecommunication facilities mounted on existing structures of public utilities that have a franchise or other written permission from the County and use concealed transmission towers and telecommunication facilities are permitted in all non-residential zoning districts, unless otherwise specified by this Code. The County may approve the placement, extension or replacement of a transmission tower or telecommunication facility on an existing public utility structure up to fifty (50) feet above the highest point on the same; the County may waive public notice and other submittal requirement if the Land Use Administrator believes that the public interest will not be harmed by such a waiver.
- **Exterior Transmission Tower or Telecommunication Facility Equipment Building(s) or Cabinet(s).** Exterior tower or telecommunication facility equipment building(s) or cabinet(s) shall not contain more than four hundred (400) square feet of gross floor area, shall not be more than twelve (12) feet in height, and shall maintain the minimum setback, landscaping and screening requirements of the zone in which it is located.

DESIGN GUIDELINES. The following Design Guidelines shall be used in the design of all Telecommunications facilities. (*Article 5.30 G.*)

- **Design, Materials and Color.** Transmission towers and telecommunication facilities shall be designed and maintained to minimize visual impact; carry gravity and wind loads required by law; and shall use concealment or stealth methods, such as camouflaging Transmission Towers to look like light poles or trees. At a minimum, the transmission towers and facilities shall meet the following design standards:
 - Architecturally integrated with existing buildings, structures and landscaping, including height, color, style, massing, placement, design and shape.
 - Located on existing vertical infrastructure such as utility poles and public building or utility structures.
 - Roof mounted antennas shall be located as far away as feasible from the edge of the building. Antennas attached to the building should be painted or otherwise treated to match the exterior of the building.
 - Equipment shelters and antennas shall not extend more than ten (10) feet from the top of the building unless expressly approved by the County.
 - Located in areas where the existing topography, vegetation, buildings or other structures provide screening.
- **Landscaping and Screening.** The property on which a telecommunication facility or tower is located shall be landscaped and screened, in accordance with the following standards:

- A free-standing transmission tower or telecommunication facility shall include landscaping planted and maintained according to a landscaping plan approved by the County.
- A freestanding transmission tower or telecommunication facility shall be surrounded by a six (6) foot high wall or fence or other suitable buffer yard. Chain link with slats shall not constitute acceptable fencing nor shall it satisfy the screening requirement.
- **Lighting and Signage.** Only lighting required by a federal agency is allowed. The location of the lighting fixture(s) shall be such that the lights do not shine directly on any public right-of-way. Only signage that is required by state or federal law is allowed. No advertising shall be permitted.

Applicant

Land Use Administrator

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| <input type="checkbox"/> | Site Plan. See Site Plan Checklist and Non-Residential Land Use Permit Checklist. | <input type="checkbox"/> |
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| <input type="checkbox"/> | Federal Aviation Agency (“FAA”) Form. | <input type="checkbox"/> |
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| <input type="checkbox"/> | Structural and Engineering Safety Report. | <input type="checkbox"/> |
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| <input type="checkbox"/> | Report Demonstrating Compliance with FCC Regulations. | <input type="checkbox"/> |
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| <input type="checkbox"/> | Project Description. Description of the telecommunications service to be provided, and detailing how the application complies with the Review Criteria and Design Guidelines. | <input type="checkbox"/> |
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| <input type="checkbox"/> | Photo Simulation. A photo simulation may be required to show how the application meets the Visual Impact Guidelines of the Costilla County Comprehensive Plan. The Zoning Administrator may also require elevation drawings of the proposed facility. | <input type="checkbox"/> |
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| <input type="checkbox"/> | Landscape Plan, Including Screening Design. | <input type="checkbox"/> |
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| <input type="checkbox"/> | Drawings Showing proposed Lighting and Signage. | <input type="checkbox"/> |
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| <input type="checkbox"/> | Name, address and telephone number of Owner, Applicant (if not owner), and person who prepared the application. If the owner is not the applicant, the application must be signed by the owner, or a letter authorizing the applicant to submit the application on behalf of the owner must be provided. | <input type="checkbox"/> |
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