

ARTICLE II
PERMITS

2-1 PERMIT REQUIRED: It shall be unlawful for any person, corporation, partnership or other entity to engage in any development, use, erect or construct within the jurisdiction of this ordinance any wireless communication tower without first obtaining a permit [for a site specific location](#) from Chatham County as provided herein.

2-2 PERMIT APPLICATION: All applications for permits [for site specific locations](#) shall be submitted by the owner of the property affected or the authorized agent of such owner. The application shall be submitted to the Chatham County Planning Department in such form and format as are required by the County together with such fees as required. [Permits for site specific locations in the zoned areas of the County shall be processed as conditional use permits as specified in the Chatham County Zoning Ordinance. Permits in the unzoned areas of the County shall be processed in the same manner as conditional use permits.](#)

2-3 PERMIT ISSUANCE: The Board of Commissioners shall issue the requested permit [for a site specific location](#) unless it concludes, based upon the information presented to it, that:

1. The requested permit is not within its jurisdiction; or
2. The application is incomplete; or
3. If completed as proposed in the application, the tower facility will not comply with one or more provisions of this ordinance [or the Zoning Ordinance for sites within the zoned portions of the County.](#)

2-4 PERMIT EXPIRATION: If construction authorized by any permit [for a site specific location](#) is not initiated within six (6) months from ~~issuance~~ [the date of approval by the Board of Commissioners](#) or is not completed within twelve (12) months from ~~that~~ date ~~of issuance~~, the permit shall be void.

2-5 COORDINATION WITH OTHER PROCEDURES: To lessen the time required to obtain all necessary approvals, the permit process [for a site specific location](#) required by this ordinance may run concurrently with ~~zoning conditional use review if the proposed tower is located in a zoned area~~ [the approval process of the tower location plan.](#)

2-6 ADMINISTRATIVE PROCEDURES: Before making a decision upon an application for a permit [for a site specific location](#) pursuant to this ordinance, the Board of Commissioners shall hold a public hearing on the application. Notice of the public hearing shall be afforded the applicant and all adjoining property owners and the public. ~~in the same manner as amendments to the zoning ordinance which shall include publication of~~

~~a site map. Because towers can be seen at some distance, additional public notification shall be provided in the form of a map with the proposed locations of new towers, published in the primary local newspaper for the county (used for legal notices).~~ The applicant shall have the burden of persuasion that the proposed facility, if completed as proposed, shall comply with the requirements of this ordinance. Notwithstanding the foregoing, applications for permits to co-locate service providers upon existing towers and Stealth towers may be considered without a public hearing. The Board of Commissioners may refer applications for permits to the Planning Board for review and recommendation prior to making a decision.

ARTICLE III
APPLICATION SUBMISSION AND REVIEW PROCESS

3-1 TOWER LOCATION PLAN:

1. Each year a tower location plan for Chatham County shall be developed to facilitate the introduction of new telecommunication services into Chatham County.

2. Such plan shall include, but shall not be limited to, the following:

a) Information concerning existing tower facilities, including ownership, service provider(s), coverage area, specifications, and status.

b) Information concerning tower facilities proposed to be sited within the succeeding twelve months including the following:

i) Proposed ½ mile location/search area.

ii) Proposed tower type and height.

(#1) iii) Efforts to co-locate on existing facilities shall include detailed technical and logistical information to demonstrate why it is

not feasible to co-locate on existing towers or towers under construction within a six mile radius of the proposed new tower. If co-location on more than one tower in the proposed search area can satisfy the technical (RF distribution) requirements, and the cost of each co-location can be shown to be within market rates, a co-location on multiple towers should proceed.

- iv) If the proposed location is within ½ mile of an existing tower, an engineering report shall be provided for the existing tower. This report shall include a technical evaluation of the placement of the new equipment at all available heights on the existing tower. Slight adjustments in the positions of current equipment (to make room for the new equipment) shall be part of the analysis. If the existing tower fails to support the new applicant and it is either less than the maximum height allowed in the area or a guy-wired tower, then a reasonable proposal to rebuild the existing tower shall be provided with the application for review.

c) Information submitted for proposed facilities shall be reviewed to determine general conformity with the standards set forth herein and with consideration of recommendations presented in the County's land use development plan, if applicable.

3. Such plan shall be reviewed by the Planning Board and submitted to the Board of Commissioners for its review and approval. Annually thereafter the tower location plan shall be updated and resubmitted for review and approval by the Planning Board and Board of Commissioners.

4. No permit for the erection of any new or replacement tower shall be issued unless the applicant for such permit shall have submitted information pursuant to this section and the proposed facility or new provider is included in the current approved tower location plan. Co-location of any new service provider upon an existing tower may be permitted without inclusion in the plan except during the annual review period.

5. Process Steps:

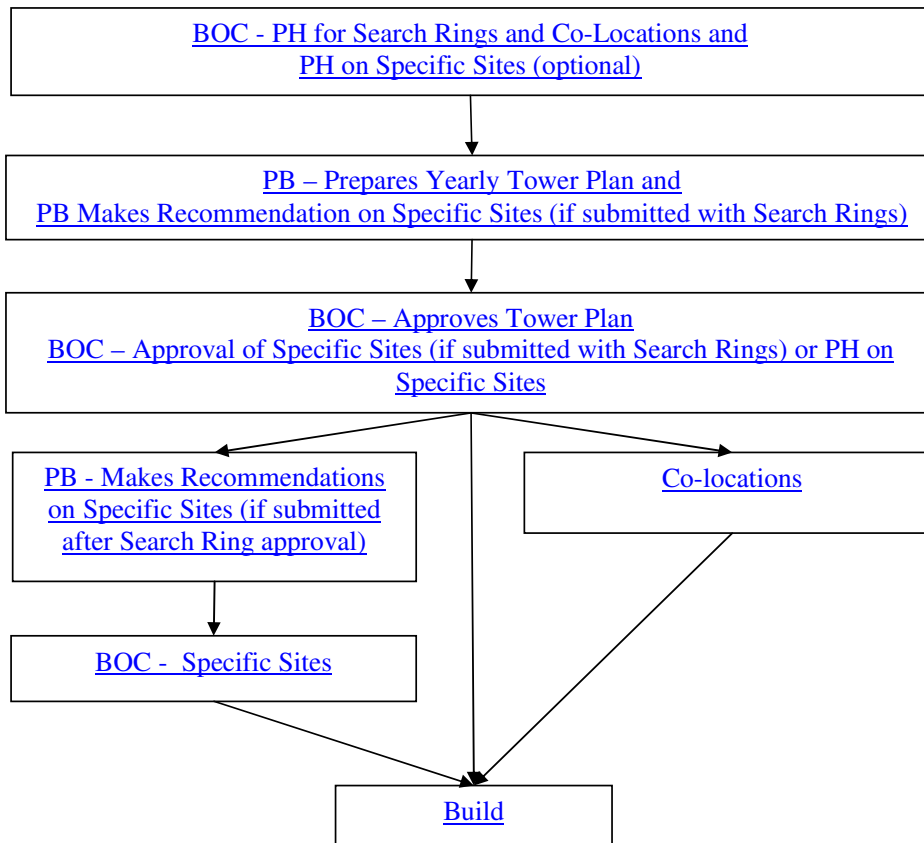
The goal of this section is to make the review process and the materials to be provided by the applicant clear. Because Chatham County considers all tower applications as a group, special detail is needed in the ordinance for the process and specific details are needed for the materials to be submitted. The process overview, is as follows:

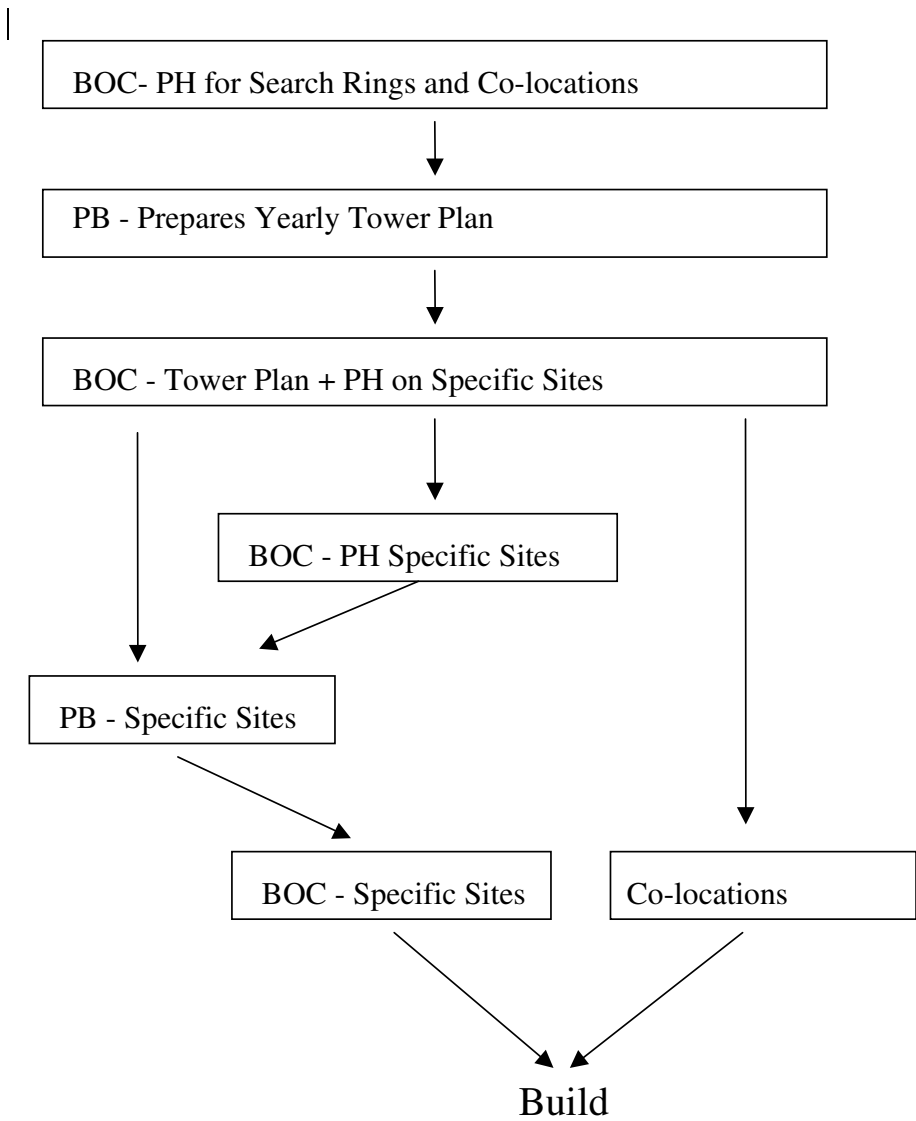
1. All applicants for new towers or co-locations assemble their technical data and search ring locations. If needed, technical work sessions can be arranged with the Planning Department to discuss questions.
2. All requests for new tower search rings are submitted to public hearing by the Board of County Commissioners. Because towers can be seen at some distance the public hearing notice shall contain a map with the proposed search rings. The timing of this public hearing is announced in advance; new tower applications that are not complete at this time MUST WAIT UNTIL NEXT YEAR'S PLANNING CYCLE.
3. All requests for new tower search rings and co-locations are next sent to the Planning Board for review and preparation of the yearly tower build plan. Confirmation of the

active status of each existing tower is made at this meeting. Status of approved towers that are currently under construction is presented. Approved towers that have not been completed within the prescribed time may be considered as new applications at this meeting. This review may extend beyond a single Planning Board meeting if required. All requests for new towers shall identify at least one telecommunication service provider that is prepared to immediately locate on the proposed tower. A comprehensive tower plan, that identifies current towers, and search areas for new towers is prepared for approval by the County Commissioners. A recommendation on each specific tower search ring request and co-location request is made at that time.

4. The Board of County Commissioners considers the comprehensive yearly build plan. ~~Applications for site-specific locations applications that are ready may be presented~~ run concurrently with the annual tower plan review for public hearing directly after the public input of the comprehensive plan (at the same meeting). After approval of the comprehensive plan, co-location applications may proceed without further consideration.
5. After the comprehensive plan has been approved, new requests for co-locations may be submitted at any time up until the start of the next tower planning cycle. Applications for co-locations that are requested between planning cycles may be approved by the Planning Department without further review.
6. ~~Site-specific a~~ Applications for site specific locations for within approved search rings may run concurrently with the annual tower plan approval or be ~~presented~~ submitted for public hearing when the applicant is ready to proceed. Applications ~~then follow the usual process of next going to the Planning Board and then the Board of County Commissioners~~ in both the zoned and unzoned portions of the County shall follow the public hearing procedures outlined in the Chatham County Zoning Ordinance.
7. In the event that an approved site later is found to be unsuitable, the applicant may obtain approval for another location within the search area approved in the comprehensive plan, after public input, without waiting for the next yearly tower review cycle.
8. ~~Construction for N~~ new towers shall be initiated within 6 months of the date of approval of the permit for the site specific location and must be completed within 12 months ~~of that date of the date of approval.~~ All uncompleted towers shall be referred to the next annual tower meeting for review.
9. Specific materials to be provided:
 1. For co-location applications, the tower for co-location is to be identified, the attachment height to be used, and a report confirming that this co-location will stay within the NC building code guidelines for Chatham County is provided.
 2. For new towers, the following technical information, in addition to above, shall be provided:
 - Six copies of RF maps, paper to be 22 by 17 inches in size showing the proposed new tower location's ½ mile search ring.
 - RF map shall be of Chatham County showing its highway system and be at a scale of 1 inch = 1.75 miles.
 - Other towers within 6 miles of the search ring shall be indicated on this map, along with their heights.

- All towers in Chatham County with equipment in use by the current applicant shall be on the map along with their heights, number of occupants already present along with each height.
- The RF coverage for the following level of service shall be provided. Pedestrian level -91 dBm will be shown in blue. In-car Portable level -85 dBm will be shown in green. In building residential level -80 dBm will be shown in orange. In building business level -72 dBm will be shown in red.
- Applications for ~~specific sites~~ site specific locations within an approved search area shall include a letter containing a favorable opinion for the location, height and lighting, from the North Carolina State Historical Review Board, at the time the site-specific application is submitted to the Planning Board.
- Smaller copies of the RF maps (typically 8.5 by 11 inches) shall be provided as requested by the Planning Department.





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