

**TOWN OF BELMONT**

**Personal Wireless Service Facilities Application Checklist**

Checklist assists in preparing/reviewing applications. Not intended to be a complete list of all items that are/may be required as part of a Completed Application. Does not supercede applicable Ordinances and Regulations. Applicants are not required to use or submit this checklist. It is provided as a courtesy. To be used in addition to the Site Plan Checklist

**\*\*Required to be placed on agenda. \*Not necessary for Minor Site Plan unless required by Board**

Item #	**	*	Section	Yes	No	N/A	Waiver Req	Comments
<b>COMPLETED APPLICATION REQUIREMENTS</b>								
1			<b>Application General Items</b>					
2			<b>Noticing</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	**		In accordance w/State law					
4	**		<b>Plans</b>					
5	**		scaled elevation view	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	**		radio frequency coverage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7			tower height requirement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8	**		adjacent uses up to 300'	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9			all other facilities to be operated by carrier w/in Town.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10	**		existing buildings/uses w/in 300'	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11			location antenna, mount & equipment shelter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12			security barrier w/entry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13	**		proposed lease area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14			location/type electrical/phone service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15			roads, driveways, w/surface	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16			distance from facility to buildings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
17			All proposed changes (grade, strip, roads, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
18			scale of mounts, antennas, shelters, cables, parking, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
19			tree cover by type/height w/in 300' of proposed bounds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
20			Average canopy height w/in 150' of facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
21			Landscape easement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
22			Sight lines w/view & visible points in profile, 1"=40':	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
23			rd w/in 300' to highest PWSF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
24			Res. Bldg w/in 300' to same	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
25			Equip brochures for antenna, mount, shelter, cables runs, security barrier	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
26			Materials by type, treatment for facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
27			Colors for facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
28			Dimensions - Height/width/breadth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
29			Photographic superimpositions for facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
30			Co-locations drawings & studies w/maximum collocation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
31			Number/type collocation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
32			Proof of insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
33			RF Engineer's Certification re: radiation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
34			Engineer's Certification structural integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
35			FCC Environmental Assessment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
36			Ltr of concurrence for NEPA cklst	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
37			List hazardous materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
38			Landowner/appl lease stmt on collocation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
39			Statement allowing town inspections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
40			Balloon test w/in 14 days of application acceptance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
41			Resubmission for:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
42			Chg # of facility permitted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
43			Chg in footprint	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
44			Chg in structures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
45			Chg in technology = affect visible elements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
46			Chg in technology = alter hazardous materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
47			Increase in approved height	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Item #	**	*		Section	Yes	No	N/A	Waiver Req	Comments	
48			Add equipment not previously approved	5F	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
49			<b>DESIGN REQUIREMENTS</b>							
50			Design to blend w/natural setting & built environment	9S						
51			Camouflage by vegetation	9S						
52			Camouflage by man-made treatment/color	9S						
53			Existing Structure mounts to be concealed or blended	9S						
54			No tower lighting.	9S						
55			Shielded shelter lighting.	9S						
56			Underground utilities req.	9S						
57			Signage only for ID/Safety	9S						
58			Shelter underground or NE Architecture or camo'd	9S						
59			Security Fencing >=6' and <= 8' w/anti climbing device	9S						
60			<b>POST APPROVAL</b>							
61			annual safety/maint inspect rpt	8G						
62			w/in 90 days & annually cert from RF Eng on measurements	8G						