

In order to accommodate the communication needs of residents and businesses while protecting the public health, safety, and general welfare of the community, regulations are necessary to facilitate provision of wireless telecommunications services to the residents and businesses of the City.

A Conditional Use Permit is required to erect a communication tower within approved zoning districts of the City of Minot and its' ETA. See Chapter 31 of the Zoning Ordinance for complete details.

**Notice to Applicants:** The following steps are necessary in order to achieve approval of your particular request. Failure to comply with any step specified below will be grounds to deny or delay the hearing of your request before the Planning Commission and City Council.

N/A YES

### Communication Tower Checklist

Meet with the Planning Department to discuss future intentions, potential shared locations, and intended search area. You must discuss your proposed application with Planning Department prior to submitting an application. Call 701-857-4122 to schedule a pre-application meeting.

Required items:

- An 8<sup>1/2</sup> x11 Search Area map showing the requested location (pinpoint location with longitude and latitude), and all existing communication towers within a one (1) mile radius.
- A completed Planning Commission Application packet for a Conditional Use Permit. (available online at [www.minotnd.org](http://www.minotnd.org) or the Public Works building at 1025 31st St SE.)
- A Site Plan showing the exact location of the proposed tower, support structures, required screening, and the zoning of all adjacent properties.
- Be able to prove that the telecommunications equipment planned for the proposed tower cannot be accommodated on an existing or approved tower or building within a reasonable search radius of the proposed tower.
- Stamped engineer plans that must be designed, structurally, electrically, and in all respects, to accommodate both the applicant's antennas and comparable antennas for at least one additional user.
- Documentation of the height above grade for all potential mounting positions for co-located antennas and the minimum separation distances between antennas.
- Descriptions of the tower's capacity, including the number and type of antennas that can be accommodated.
- Documentation regarding what steps the applicant will take to avoid interference with established public safety telecommunications.
- Proof that the proposed tower complies with regulations administered by FAA.

\* All applications are subject to approval by the Planning Commission and City Council.