

IOWA COUNTY OFFICE OF PLANNING & DEVELOPMENT

Courthouse - 222 N. Iowa St. - Dodgeville, WI 53533
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Telecommunication Tower

Checklist for Conditional Use Requests

(No application will be accepted until each of the following items is accomplished.)

- Step 1** Discuss all proposed land divisions, development and land uses with the personnel of the Iowa County Office of Planning & Development. This is required to confirm the current zoning status of the property at issue, determine the appropriate district to request, and to identify any other relevant local, state or federal issues. ***This requires, at a minimum, a completed Proposed Development Form reviewed by this office.*** **Date accomplished:** _____
- Step 2** Contact the Town Board or Boards affected by your proposal. Some towns have land use plans that must be adhered to. The Iowa County Zoning, Planning, Sanitation, & Rural Planning Committee requires a recommendation from the Town Board(s) affected including a preliminary approval of any proposed or existing driveway. **Date met with Town(s):** _____
- Step 3** All land use change (rezoning) requests must include an EXACT metes and bounds legal description of the lot proposed to be rezoned. In most cases, a plat of survey is required. The Planning & Development Director must approve of the submitted description before the application will be accepted. *Note: If your request will eventually result in a sale of the property requested to be rezoned, it is IMPERATIVE that the SAME legal description is used for the sale as was used for the rezoning.* **Date approved by the Director:** _____
- Step 4** Any request made with the intention for a house or business to be constructed that will require a private on-site sewage system requires a soil test to be performed and on file with the Office of Planning & Development *before* an application will be accepted. **Date soil test recorded with Zoning Office:** _____
- Step 5** Please review the application for completion and accuracy. The Office of Planning & Development Director will NOT accept an incomplete application. **Date completed application submitted to Zoning Office:** _____

Please Note: A land use change (rezoning) request involves a public hearing before the Iowa County Zoning, Planning, Sanitation, & Rural Planning Committee at which time this committee will make a recommendation that must be acted upon by the Iowa County Board of Supervisors. No rezoning is effective and no construction permits can be issued until the County Board action. A conditional use request involves a joint vote by the Iowa County Zoning, Planning, Sanitation, & Rural Planning Committee and Town Board(s) of the town affected. This action does not require County Board action.

Submittal Information. For all telecommunication facilities, except exempt facilities as defined in Section 3.00, the Office of Planning and Development shall require the following information to accompany every application. Said information shall include, but may not be limited to:

- (a) Completed conditional use application and fee, as set by County Board resolution.
- (b) Original signature of applicant and owner (if the telecommunication facility is collocated in an easement, the beneficiaries of the easement and underlying property owner must authorize the application.).
- (c) The identity of the carrier and/or provider and their legal status.
- (d) The name, address and telephone number of the officer, agent and/or employee responsible for the accuracy of the application.
- (e) A plat of survey, showing the telecommunication facility boundaries, tower, facilities, location, access, landscaping and fencing.
- (f) A written legal description of the telecommunication facility site.
- (g) In the case of a leased site, a lease agreement or binding lease memorandum which shows on its face that it does not preclude the site owner from entering into leases on the site with other provider(s) and the legal description and amount of property leased.
- (h) A description of the telecommunications services that the registrant intends to offer and/or provide, or is currently offering or providing, to persons, firms, businesses or institutions.
- (i) Copies of approvals from the Federal Communication Commission (FCC) and a statement that the facility complies with the limits of radio frequency emissions standard set by the Federal Communication Commission (FCC). The statement shall list the particular Federal Communication Commission (FCC) Measured Permitted Emissions (MPE) limit and the tested or design limit for the proposed telecommunication facility.
- (j) An alternatives analysis shall be prepared by the actual applicant or on behalf of the applicant by its designated technical representative, except for exempt facilities as defined in Section 3.00, subject to the review and approval of the Commission, which identifies up to three reasonable, technically feasible, alternative locations and/or facilities which would provide the proposed telecommunication service. The intention of the alternatives analysis is to present alternative strategies which would minimize the number, size, and adverse environmental impacts of facilities necessary to provide the needed services to the County. The analysis shall address the potential for collocation and the potential to locate facilities as close as possible to the intended service area. It shall also explain the rationale for selection of the proposed site in view of the relative merits of any of the feasible alternatives. Approval of the project is subject to the decision making body making a finding that the proposed site results in fewer or less severe environmental impacts than any feasible alternative site.

The County may require independent verification of this analysis at the applicant's expense.

- (k) Plans indicating security measures (i.e. access, fencing, lighting, fire prevention, etc.).
- (l) Shall include a tabular and map inventory of all existing telecommunications facilities owned and/or operated by the applicant that are located within any of the incorporated municipalities, townships and unincorporated Iowa County. The inventory shall specify the location, height, type, and design of each existing telecommunication facility, the ability of the tower or antenna structure to accommodate additional collocation antennas, and where applicable, the height of the alternative support structures.
- (m) If more than one (1) facility, A Master Plan for all related facilities within the unincorporated county limits of Iowa County and within fifteen hundred (1500) feet of the County boundary.
- (n) A report prepared by an Engineer licensed by the State of Wisconsin certifying the structural design of the tower and its ability to accommodate additional antennas.
- (o) An affidavit stating space will be made on the proposed tower for future users, when technically possible, at a reasonable cost. Reasonable costs shall be considered any fees, cost or contractual provisions required by the owner that conform to terms standard in the industry and that do not exceed the cost of new tower development.
- (p) Such other information as the Commission may reasonably require.
- (q) A written statement from the Town or Towns affected that the application does not conflict with any existing Town land use plan or ordinance.
- (r) Proof of liability coverage.
- (s) Certified statement from a radio frequency (RF) engineer showing the coverage of the proposed facility.

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IOWA COUNTY CONDITIONAL USE APPLICATION-Telecommunication Tower

Filing Fee: \$400.00, payable to Office of Planning & Development
(nonrefundable upon notice publication)
\$500.00 if both conditional use and rezoning
Filing Deadline: 1st Friday of each month for the next hearings

Applicant: _____ Address: _____
City/Zip Code: _____

Landowner: _____ Address: _____
City/Zip Code: _____

Applicant Phone: (____) _____ Landowner Phone: (____) _____
Email: _____ Please contact by: ___email ___postal mail

This application is for: _____ land use change/rezone _____ conditional use
in the Town of _____ Acreage of proposed lot(s) _____
Section ____ Town ____N Range ____E ____1/4 of the ____1/4

Have you contacted your Town Board about this proposal? Yes No
Does this request involve any proposed land division? Yes No

All land use change/rezoning requests must include an exact metes and bounds or survey plat legal description of the proposed lot or lots. This description must be identical to any proposed parcel to be created by sale or transfer.

Requested zoning district: _____ for the proposed use(s) of: _____

Requested conditional uses(s): _____

PLEASE COMPLETE THE REVERSE SIDE

For Office Use Only: Rcv'd by _____ Date _____ Fee _____ Check # _____ Cash _____
present zoning _____ floodplain _____ shoreland/wetland _____

Please list any improvements currently on the land: _____

Please explain the reason for the request and proposed plans: _____

Please submit a list of all landowners with addresses that abut the affected property.

The proposed lot or lots may be required to be staked at the site for purposes of on-site inspection by Office personnel.

****NOTE** The signature of the land owner and applicant below gives consent for Office of Planning & Development personnel to enter his/her property for purposes of on-site investigative report in relation to this application. Denial of consent must be submitted in writing as part of this application.**

Applicant(s) Signature: _____ Date: _____

Landowner(s) Signature: _____ Date: _____