

**SUBMIT TO:**  
 City of Vancouver  
 Development Review Services  
 4400 NE 77<sup>th</sup> Av  
 Vancouver, WA 98662



**For Office Use Only**

DATE RECEIVED:

---

CASE NUMBER:

---

**ZONING REVIEW SUBMITTAL REQUIREMENTS (USE Com'I New Application)  
 For Collocation On An Existing Support Structure Or Locating On Existing  
 Buildings or Structures**

A.  **Fees** Any fees associated with the application.

**Provide 3 copies, collated and folded, containing all of the information required below. Plans larger than 24" x 36" will not be accepted. Plans larger than 8 1/2" x 11" must be folded.**

- B.  **Application Form** Submit a completed application. If someone other than the owner is signing application, an authority to act letter from the legal owner is required.
- C.  **Narrative** Include a narrative describing compliance with the General Development Standards of VMC 20.890.040.
- D.  **For collocation**, two (2) copies of the site plan showing additions to the existing wireless communications facility and location of equipment structures.
- E.  **For locating on existing buildings or structures**, two (2) copies of a site plan showing the proposed location of the antennas, location of equipment structures and setback dimensions from the antennas and equipment structures to abutting lot lines.
- F.  1/4 -section vicinity map showing the street location.
- G.  Electrical plans, including service location, load calculations and single line distribution.
- H.  Building construction plans of the antennas, location and method of attaching the antennas and accessory structures, including cross sections, elevations, and structural calculations.
- I.  Other. Include in application information all the appropriate associated plan approval numbers/permits issued by Clark County or City of Vancouver.
- J.  A valid agreement for collocation on the existing support structure or a valid agreement to locate on an existing building or structure.
- K.  A graphic simulation of the proposed facility from at least three perspectives, one of which shall be from the ground level from any abutting residential property or the nearest public right-of-way.
- L.  A map of the service area and a written explanation of the need for the facility.

**Prior to the issuance of a permit, the following shall be submitted:**

- M.  A copy of the applicant's FCC license.
- N.  A copy of liability insurance covering the facility being applied for.
- O.  A copy of a performance bond in conformity with VMC 20.890.040.N
- P.  A copy of any lease agreement showing that it does not preclude the site owner from entering into leases of the site with other service providers.

**Q. Applicant's Statement Regarding Information Not Provided at Time of Application:**

I (the applicant) respectfully request that this application be deemed fully complete without the following information requested above (complete both sections of table):

Information not submitted	Reason not submitted
1. _____	_____
2. _____	_____
3. _____	_____

- \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_
- 7. \_\_\_\_\_
- 8. \_\_\_\_\_

**I fully understand that the absence of this additional information, particularly if not submitted by the end of the public comment period, may result in my site plan review application being DELAYED OR DENIED.**

**Applicant's Signature** \_\_\_\_\_  
**(Must be signed to be accepted)**