



City of Chandler
Small Wireless Facility in the Right-of-Way
Preliminary Site Plan Review Application

Wireless Provider's RoW Agreement License Number: _____

Wireless Provider: _____

SWF Site Name & Number: _____

Name of Applicant: _____

Address of Applicant: _____

Applicant's Email Address: _____

Applicant's Phone Number: _____

CMRS Carrier Customer for this Location: _____

CMRS Carrier's Radio Frequency (MHz/GHz) at Site: _____

Location of the Pole: _____ feet _____ (N, S, E or W) of the intersection of

and _____

Pole Owner: _____ Pole ID Number: _____

Pole Type: Model Number: _____ Steel/Metal or Wood (choose one) Pole Color: _____

Existing Pole Height (overall): _____ feet/inches Proposed Pole Height (overall): _____ feet/inches

Lowest Point of the Antenna above Ground Level: _____ feet _____ inches

Cubic Feet of Ground Equipment: Height: _____ Length: _____ Width: _____ Total: _____ cubic feet

Checklist of Other Required Documents:

- Letter of Authorization from Pole Owner to Install the Small Wireless Facility (If other than City owned pole)
Preliminary Site Location Map or Plan (see requirements in the attached Instructions)

FOR STAFF USE ONLY - APPROVAL SECTION

Date Submitted: _____ Intake By: _____

Name of Contract Administrator: _____

Signature of Contract Administrator: _____
Date _____

Name of Site Plan Approver: _____

Signature of Approver: _____
Date _____

(NOTE: A copy of this form, letter of authorization, and approved preliminary site plan must be included along with the other documents required for the "Application to Install a Small Wireless Facility in the ROW")



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Wireless Provider: Name of the company that will operate the Small Wireless Facility (SWF).

Wireless Provider's RoW Agreement License Number: Input the License Number.

SWF Site Name & Number: Input the site name.

Name of Applicant: The name of the person submitting the application and the company they are employed with; this person may be a wireless provider employee or an agent working on behalf of the operating company.

Address of Applicant: Business address of the applicant.

Applicant's Email Address: Business email of the applicant.

Applicant's Phone Number: Business phone number of the applicant.

CMRS Carrier Customer for this Location: The name of the Commercial Mobile Radio Service (CMRS) company (e.g., AT&T, Sprint, T-Mobile or Verizon) that will transmit RF signals at the site.

CMRS Carrier's Radio Frequency (MHz/GHz) at Site: This is documenting the specific CMRS radio frequencies that will be transmitted from the antenna(s) at this location. The frequencies may be expressed in ranges, such as 710MHz - 716MHz, or 1850MHz – 1990MHz, or other similar descriptions of the frequency range along with the designation of megahertz (MHz) or gigahertz (GHz). This information will be useful to have in case there are RF interference issues with municipal RF sites.

Location of the Pole: Identify the pole location based on the distance from an existing intersection.

Pole Owner: Name of the entity that owns the pole, e.g., APS, SRP, CenturyLink, or City of Chandler.

Pole ID Number: Most poles have an ID (number or alpha-numeric code) that is on the side of the pole that faces the road or alley; the ID code may be either be in stenciled paint or have vinyl letters and numbers.

Pole Type: Select the type of pole (if model number available), then indicate if it is made of steel (galvanized), metal (core-ten), or wood.

Pole Color: Provide the color of existing pole.

Existing Pole Height (overall): This is height of the pole measured from the ground to the top of the pole.

Proposed Pole Height (overall): The proposed height of the replacement pole (from the ground to the top of the pole).

Lowest Point of the Antenna above Ground Level: Since the antenna will be mounted on the pole, this information is the measurement from the lowest part of the antenna to the ground.

Cubic Feet of Ground Equipment: Provide the dimensions (H x L x W) of the ground equipment and other non-antenna equipment (e.g., Remote Radio Heads).

Checklist of Other Required Documents

Letter of Authorization from Pole Owner to Install Small Wireless Facility

The applicant must submit a letter of authorization from the pole owner stating that the applicant (or Wireless Provider) has permission to install the small cell antenna and equipment onto the pole if other than a City of Chandler owned pole.

Preliminary Site Location Map or Plan

The preliminary site plan can be as simple as a screen shot or two of an aerial map, but the information provided must clearly identify the overall vicinity, including nearby cross streets and must indicate the potential site location or street light(s) clearly.

The purpose of the preliminary site technical review is to review any potential pitfalls that may eliminate a particular site from being viable through information the City may have that may be unavailable to the applicant prior to submittal. This meeting gives City staff a chance to discuss with the applicant all of the technical and aesthetic requirements and expectations of the City prior to spending valuable time and resources designing a site that may ultimately not be viable due to right-of-way and easement restrictions, underground utility conflicts, or other potential applicants seeking to install facilities at the same location that may be farther along in the process or may be willing to collocate with the applicant.

Staff Use Section

Date Submitted

Input the date that the document was accepted for processing.

Intake By

Input the name of the City staff that reviewed and accepted the packet of documents for processing.

Name of Contract Administrator

The Contract Administrator is the Regulatory Affairs Manager or his/her designee.

Name of Site Plan Reviewer & Approver

The Site Plan Reviewer and Approver of the site plan is the Regulatory Affairs Manager or his/her designee.