

**TELECOMMUNICATIONS FACILITY APPLICATION**  
**PENNINGTON COUNTY, SOUTH DAKOTA**

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\_\_\_\_\_ **Public Hearing Application (\$1,000.00)**

1. APPLICANT: \_\_\_\_\_ DAYTIME PHONE: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
E-MAIL: \_\_\_\_\_  
PROPERTY OWNER: \_\_\_\_\_ DAYTIME PHONE: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
AGENT: \_\_\_\_\_ DAYTIME PHONE: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

2. LEGAL DESCRIPTION: \_\_\_\_\_  
\_\_\_\_\_  
PROPERTY ADDRESS: \_\_\_\_\_

3. REQUEST (include proposed tower and/or structure height): \_\_\_\_\_  
\_\_\_\_\_  
PHYSICAL CHARACTERISTICS: \_\_\_\_\_ EXISTING LAND USE: \_\_\_\_\_  
SITE ZONING: \_\_\_\_\_  
SURROUNDING ZONING: NORTH \_\_\_\_\_ SOUTH \_\_\_\_\_ EAST \_\_\_\_\_ WEST \_\_\_\_\_  
DISTANCE TO NEAREST RESIDENTIAL: DWELLING UNIT: \_\_\_\_\_ ZONING DISTRICT: \_\_\_\_\_

4. THE OWNER OR APPLICANT, ACKNOWLEDGES: That he / she has read and received a copy of the instruction sheet and this application form concerning the filing and hearing of this matter; that he / she authorizes the Pennington County Planning Department staff and designees to enter onto and inspect the above-described property; and, that he / she has been advised of the fee requirements. FILING FEE IS NON-REFUNDABLE.

\_\_\_\_\_  
Signature of APPLICANT DATE

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Notary Public for the State of South Dakota My Commission Expires: \_\_\_\_\_

*I hereby certify that I am the owner of record of the property described above and that I hereby approve of the action requested herein.*

\_\_\_\_\_  
Signature of LANDOWNER DATE

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Notary Public for the State of South Dakota My Commission Expires: \_\_\_\_\_

5. DATE / TIME OF PLANNING COMMISSION HEARING: \_\_\_\_\_ LOCATION: \_\_\_\_\_

**TELECOMMUNICATIONS FACILITY CHECKLIST**  
**PENNINGTON COUNTY, SOUTH DAKOTA**  
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**THE FOLLOWING ITEMS ARE REQUIRED FOR A COMPLETE SUBMITTAL APPLICATION FOR A TELECOMMUNICATIONS FACILITY PERMIT:**

- Application Form completed and signed by the applicant and landowner(s).
- A signed Right-of-Entry Form from the Wireless Communications carrier.
- All applicable fees paid.
- A written report describing the proposed Telecommunication Facility, existing land uses, the capacity of the structure, and the tree line elevation of vegetation within 100 feet of the facility.
- A report explaining how the proposed tower fits into the applicant's telecommunications network. This does not require disclosure of confidential information.
- A site plan prepared by a Professional Engineer showing the location and legal description of the site: height of existing structures on the property, means of access, setbacks from property lines, and elevation drawings of the proposed facility and any related improvements and/or equipment.
- A vicinity map showing adjacent properties, general land uses, zoning, and roadways within 1,000 feet of the property line.
- Documentation demonstrating legal access to the tower site.
- In the case of locating on an existing structure, a structural analysis of the existing structure.
- Visual impact demonstrations using photo simulations or line-of-sight diagrams of the proposed facility as it would be seen from residential areas, public rights-of-way and other sites deemed appropriate by the Planning Department. Each photo shall be labeled with the line of sight, elevation and the date taken.
- Copies of permits from Federal and State agencies establishing compliance with applicable Federal and State Regulations.
- A map outlining the boundaries of the coverage area.
- Evidence of written contact with owners of existing support structures who supply service within one mile of the proposed facility. The applicant shall inquire about potential co-location opportunities at all technically feasible locations. The contacted providers shall be requested to respond in writing to the inquiry within 30 days. The applicant's letter(s) as well as response(s) shall be included as a part of the submittal material as a means of demonstrating the need for a new telecommunications facility.
- In the case of a new Telecommunications Facility, greater than 100 feet in height, a statement from the carrier shall be provided which documents how many additional carriers can co-locate. If co-location is not possible, the statement must include such technical information and other justifications, as are necessary, to document the reasons why co-location is not a viable option.
- A list of all existing support structures and sites considered as alternatives to the proposed location. The applicant shall provide a written explanation why the alternatives considered were either unacceptable or infeasible due to technical, physical, or financial reasons. If an existing support structure is listed among the alternatives, the applicant must specifically address why the modifications of such structure is not a viable option.
- When locating within a residential area, a written technical and operational analysis of why a façade-mounted, roof-mounted and/or stealth tower cannot be used.
- The FAA response to the notice of proposed construction or alteration (FAA Form 7460-1 or equivalent).
- Letter of Intent to remove the facility at the expense of the facility and/or property owner if it is abandoned.