



**Application for  
Commercial Mobile Radio Service (CMRS)  
(Non-Substantial) Changes and  
Additional Antennas/Equipment**

Any collocation, addition of antennas or equipment, or modifications that are a “Non-substantial Change” on an eligible support structure as defined in Chapter 17.558 of the Fountain Municipal Code require completion of this Application and may include ground, building or structure mounted and roof mounted facilities and related equipment.

<b>Applicant:</b>		
<b>Address:</b>		
<b>Phone:</b>	<b>E-mail:</b>	
<b>Provider’s Name:</b>		
<b>Address:</b>		
<b>Phone:</b>	<b>E-mail:</b>	
<b>Primary Contact Name:</b>		
<b>Phone:</b>	<b>E-mail:</b>	
<b>Property Location:</b>		
<b>Tax Schedule #:</b>	<b>Acreage:</b>	<b>Zoning:</b>

**MATERIALS REQUIRED TO ACCOMPANY THIS APPLICATION:**

1. Completed Application and supporting documents.
2. Referral Matrix Provided by the City of Fountain. **A copy of the Submittal Matrix must accompany your development application packet.**
3. Nonrefundable application fee as set forth in the Development Fee Schedule.
4. Letter of Intent, including:
  - a. A project statement identifying the proposed CMRS facility and the telecommunication service to be provided by the proposed facility.
  - b. Summary and scope of work to be completed on site and any changes to the current site.
  - c. If the application is for collocation or modification to an existing facility, the documentation provided by the Applicant must state whether the collocation or modification is “not a substantial change” and are “eligible facilities requests”, as defined in Chapter 17.44.
  - d. Evidence that the Eligible Facilities Request is designed to and will accommodate collocation and equipment of new carriers.
  - e. Applicant’s certification that they have the legal authority to collocate/modify an existing support structure.
  - f. The identity of the owner of the parcel.
  - g. Narrative demonstrating that the CMRS telecommunications site is a necessary component of the applicant’s overall communication network and communication plan for the community.
  - h. Justification of an increase in height if for an Eligible Facilities Request.
  - i. Statement of how the facility is proposed to be screened using color, texture, architectural features.

5. Signed authorization from the building/property owner consenting to the placement of the CMRS facility on the site and information which indicates that the lease does not preclude collocation.
6. A photo simulation, which illustrates "before" and "after" what the building and/or site will look like once the antennas and associated ground-mounted equipment have been installed. The photos should be taken from the adjoining public street and from any adjacent residential zoning from which the antennas and equipment will be visible.
7. Color elevation drawings for the building or structure upon which the additional antennas on existing freestanding facilities will be placed and on each side of the building upon which the wall or roof mounted equipment will be visible, as well as any ground-mounted equipment. The drawings should indicate the appearance, color and material of the existing building as well as the location, height, color and material proposed for the antennas and associated equipment.
8. A rooftop plan, which indicates the location and height for any roof mounted antennas or equipment.
9. Site Plan. A site plan is required if the proposal includes ground mounted equipment. See attached Site Plan checklist for information required on the site plan.
10. Any additional information as may be required by the Zoning Administrator which is necessary to evaluate the character and impact of the CMRS Telecommunications Facility and to determine whether the request meets the requirements for being an eligible facility request that is not a "substantial change" in the physical dimensions of the support structure, as defined in Chapter 17.44.

**SIGNATURES**

By submitting this application, the applicant further understands and agrees as follows:

As applicant named herein, I acknowledge that I have familiarized myself with the application procedures for design review of freestanding CMRS Telecommunication facilities and that the written and graphic information submitted with this application is true and accurate to the best of my knowledge and belief.

\_\_\_\_\_  
Signature of Property Owner                      Date                      Signature of Applicant/Agent                      Date

**PLANNING DEPARTMENT USE ONLY**

**Date Received:** \_\_\_\_\_

**Received By:** \_\_\_\_\_

**Fee Paid:** \_\_\_\_\_

**Complete Submittal?** \_\_\_\_\_

116 South Main Street  
Fountain, CO 80817  
[www.fountaincolorado.org](http://www.fountaincolorado.org)  
719-322-2000, extension 1

## GROUND MOUNTED EQUIPMENT

The following checklist outlines the information to be included directly on the site plan. Please complete this checklist by checking all appropriate boxes. Applications for site plans will not be accepted without this completed checklist.

- 1. Name by which the proposed project is to be referred.
- 2. Property Location/Address.
- 3. Name, address and telephone number of CMRS provider.
- 4. A vicinity map of the areas surrounding the site to a distance of at least one-half (1/2) mile showing the following:
  - a. Adjacent streets, zoning and land uses.
  - b. Existing topography and/or structures in the surrounding area that preclude utilizing other locations in the same area.
  - c. Technical and engineering factors that require the site to be in the desired location in relationship to other existing sites and system constraints.
  - d. Location of existing municipal boundaries.
- 5. Date of preparation and subsequent amendments.
- 6. Scale (1" = 50' or larger) and a symbol designating true north.
- 7. Existing and proposed zoning.
- 8. Illustrate all existing freestanding facilities, buildings, parking, easements and landscaping existing on the site as well as any proposed CMRS facilities, setbacks, landscaping, screening or security fencing.
- 9. Equipment Specifications:
  - a. Equipment type.
  - b. Equipment specifications, including dimensions.
  - c. Installation status, i.e. removing, updating, collocating.
  - d. Equipment mount type.
  - e. Indicate whether additional ground equipment is interior to an equipment shelter.
- 10. Design and Location. Elevation drawings that include the specific type of support structure and the design, including configuration of existing and proposed antennas, ground and other related equipment, type, material, location. The method(s) by which the antennas will be attached to the mounting structure must be depicted including the elevation on the tower.
- 11. A color photo simulation which illustrates "before" and "after" what the site will look like once the CMRS facility and ground-mounted equipment have been constructed. The photos should be taken from the adjoining public street and from any adjacent residential zoning from which the freestanding facility will be visible.
- 12. Safety. Show the location of all warning signs, including dimensions and locations.
- 13. Signature blocks for property owner, telecommunication provider representative and Zoning Administrator for approval of the telecommunication design.
- 14. Any additional information as may be required by the Zoning Administrator or Planning Commission, which is necessary to evaluate the character and impact of the CMRS Telecommunications Facility.