

**Town of Sahuarita**  
**Planning & Building Department**  
 375 W. Sahuarita Center Way  
 Sahuarita, Arizona 85629  
 Phone: 520 822-8855  
<http://www.sahuaritaaz.gov>



## Eligible Wireless Facility Modification Application

*This application is for wireless facility modifications eligible under Section 6409(a) of the Spectrum Act. All other wireless applications require the [Wireless Communication Facility Review Application](#). Staff review of this application may result in a determination that the proposal is not an Eligible Wireless Facility Modification, and, in that event, the application will be denied and a standard Wireless Communication Facility Review Application must be submitted.*

### PART I: APPLICATION SUMMARY

<b>Name of project site, if any:</b>	
Site Address:	
Located in Right-of-Way:    Yes    No	Site Acreage:
Zoning:	Assessor's Parcel #:
<b>Property Owner:</b>	
Mailing Address:	
Phone #:	Email:
<b>Wireless Carrier:</b>	
Contact Person:	
Mailing Address:	
Phone #:	Email:
<b>Agent:</b>	
Mailing Address:	
Phone #:	Email:

## PART II: MODIFICATION DETAILS

Your responses to the following questions will help to ensure that the correct process is used in reviewing your modification.

<p><b>Proposed Action:</b> Check the applicable option(s).</p> <p>Replace transmission equipment Remove transmission equipment Collocate transmission equipment Other: _____</p>	<p><b>Project Description:</b> Be as specific as possible. Attach extra sheets if necessary.</p>
<p>Does this request include the modification of an existing wireless tower or base station?</p> <p>Yes No</p>	<p>Will you be switching out the support structure?</p> <p>Yes No</p>
<p>Will this facility require structural hardening?</p> <p>Yes No</p>	<p>Does this modification require deployment or excavation beyond the established site boundaries:</p> <p>Yes No</p>
<p>Has the facility (including the support structure, base station, and all associated equipment) been modified since February 22, 2012?</p> <p>Yes No</p> <p>If yes, provide a brief description of the modifications (attach extra sheets if necessary):</p>	
<p>Does the request increase the height of the tower or support structure from the original zoning approval, or from any modification approved prior to February 22, 2012?</p> <p>Yes, by _____ ft. and _____ % No</p>	<p>Does the request add an appurtenance to the tower or support structure which will protrude from the edge of the originally approved tower or structure or from any modification approved prior to February 22, 2012?</p> <p>Yes, by _____ ft. No</p>
<p>Does your request include the installation of new equipment cabinets?</p> <p>Yes If yes, how many? _____ No</p> <p>Will any of the existing cabinets increase more than 10% in height or volume?</p> <p>Yes No</p>	

<p>Is the facility considered a concealed or camouflaged facility?</p> <p>Yes No</p> <p>If yes, please describe how the current proposal avoids defeating the facility's concealment or camouflage elements:</p>	
<p>Will the modification comply with the conditions of approval of the Conditional Use Permit or zoning clearance for the facility?</p> <p>Yes No</p>	<p>Will there be any modifications to a backup generator, battery backup system, fire suppression equipment, or fuel storage tank associated with the project?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Existing structure and antenna colors:</p> <p>Will new antennas be painted to match the existing structure?</p> <p>Yes No</p> <p>If no, please explain:</p>	<p>Will the antennas be screened?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, please describe the screening to be provided:</p>
<p>Will the antennas be flush-mounted to the structure on which they are located?    Yes    No</p> <p>If no, please explain:</p>	
<p>Application is hereby made to the Planning and Building Department with the conditions and restrictions set forth on this application. I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The approval of this application does not presume to give authority to violate or cancel the provisions of any other Federal, State, County, or Town laws.</p>	<p><b>Zoning Fee:</b></p>
<p><b>Applicant's signature:</b></p>	<p><b>Date:</b></p>

### **PART III: REVIEW PROCESS**

Below are the steps you are required to take for review of your Section 6409(a) Eligible Wireless Facility Modification Application. Note that steps taken by staff, such as routing of your application to other departments, are not shown here.

The following steps are required of you, the applicant:

- Ensure that your modification complies with Section 6409(a) requirements prior to submitting your application (see [STC 18.62](#)).
- Submit a complete application (see checklist) and fees
- Provide revised documents as required by staff

The applicable review timeframe is 60 calendar days. The timeframe may be tolled by mutual agreement or when the Town determines that an application is incomplete. To toll the timeframe for incompleteness, the Town must notify the applicant in writing within 30 days, delineating all missing documents or information. The timeframe begins running again when the applicant makes a supplemental submission. Following the supplemental submission, the Town will notify the applicant within 10 days if the supplemental submission did not provide the information identified in the original notice of incompleteness. The timeframe may be tolled in the same manner for subsequent submittals.

The Town of Sahuarita will provide you with clarification of its interpretation or application of statutes, ordinances, codes, or authorized substantive policy statements as requested.

If you have any questions or require assistance throughout the application process, you may contact Anna Casadei at (520) 822-8854 or [acasadei@sahuaritaaz.gov](mailto:acasadei@sahuaritaaz.gov).

### **PART IV: SUPPORTING MATERIALS AND INFORMATION**

*Include the following materials and information as applicable to determine whether your modification meets the requirements of Section 6409(a). **Applications that do not include all required materials will not be accepted.***

- Completed Eligible Wireless Facility Modification Application form
- Applicable review fees
- Letter of Authorization from the Wireless Carrier allowing the agent to submit on their behalf
- Letter of Authorization from the Property Owner approving the modifications on their property, or if the modification is in the right-of-way, an attestation that the applicant has authorization to install, maintain, and operate transmission equipment in the right-of-way
- An attestation that the proposed facilities modification is subject to review under Section 6409(a) of the Spectrum Act
- All other documentation as required by [STC 18.62.050.A](#).