

Wireless Communication Facilities

Eligible Facilities Request



130 E Sunset Way | P.O. Box 1307
Issaquah, WA 98027
425-837-3100

issaquahwa.gov

Site Location: _____

Date: _____

Applicant/Contact Name: _____

Email: _____

An eligible facilities request is any request for modification of an existing tower or base station that does not substantially increase the physical dimensions of such tower or base station, involving:

- a. Collocation of new transmission equipment;
- b. Removal of transmission equipment; or
- c. Replacement of transmission equipment.

If staff concur the project qualifies as an eligible facilities request, based on the below information, then only a building permit is required. If a wireless communication facility project proposes to make a "substantial change," than the application is not an eligible facilities request and a building permit will not be accepted for review without proof that a land use permit has been approved or is in process.

A modification substantially changes the physical dimensions of an eligible support structure if it meets any of the following criteria:

1. For towers other than towers in the public rights-of-way, it increases the height of the tower by more than ten (10) percent or by the height of one (1) additional antenna array with separation from the nearest existing antenna, not to exceed twenty (20) feet, whichever is greater; for other eligible support structures, it increases the height of the structure by more than ten (10) percent or more than ten (10) feet, whichever is greater.

☐ No ☐ Yes If yes, by how much? _____

2. For towers other than towers in the public rights-of-way, it involves adding an appurtenance to the body of the tower that would protrude from the edge of the tower more than ten (10) feet, or more than the width of the tower structure at the level of the appurtenance, whichever is greater; for other eligible support structures, it involves adding an appurtenance to the body of the structure that would protrude from the edge of the structure by more than six (6) feet;

☐ No ☐ Yes If yes, by how much? _____

3. For any eligible support structure, it involves installation of more than the standard number of new equipment cabinets for the technology involved, but not to exceed four (4) cabinets; or, for towers in the public streets and base stations, it involves installation of any new equipment cabinets on the ground if there are no preexisting ground cabinets associated with the structure, or else involves installation of ground cabinets that are more than ten (10) percent larger in height or overall volume than any other ground cabinets associated with the structure;

☐ No ☐ Yes If yes, by how much? _____

4. It entails any excavation or deployment outside the current site;

☐ No ☐ Yes If yes, by how much? _____

5. It would defeat the concealment elements of the eligible support structure; or

☐ No ☐ Yes If yes, by how much? _____

6. It does not comply with conditions associated with the siting approval of the construction or modification of the eligible support structure or base station equipment; provided, however, that this limitation does not apply to any modification that is noncompliant only in a manner that would not exceed the thresholds identified above.

☐ No ☐ Yes If yes, by how much? _____

If each criterion can be marked as "no" than the project can qualify as an eligible facilities request. Upon receipt of an application for an eligible facilities request, staff will review the application to determine whether the application qualifies as an eligible facilities request. The "shot clock" will not begin until the City has accepted the application for review. An application is deemed complete or sufficient when all of the submittal requirements have been provided. This includes an owner authorization form, if the WCF is located on City-owned land the form must be signed by a City representative.