

## **Telecommunications 2232 Application Instructions**

### **Overview**

This telecommunications application is based on the enabling authority from the Virginia State Code Section 15.2-2232 related to the Legal Status of Plan.

The Comprehensive Land Use Plan objectives and policies provide direction for the general or approximate location, character, and extent of each feature shown on the plan. Unless a feature is already shown on the Comprehensive Plan no public facility shall be authorized until the general or approximate location, character, and extent has been submitted to and approved by the Planning Commission as being substantially in accord with the Comprehensive Plan. In connection with any such determination, the Planning Commission may, and at the direction of the Board of Supervisors shall, hold a public hearing. The Planning Commission's decision shall comply with the requirements of the Federal Telecommunications Act of 1996 for a telecommunications 2232 application.

Effective July 1, 2016, Virginia State Code Section 15.2-2232 was modified to stipulate that a proposed new telecommunications tower or monopole facility in a zoning district where they are permitted by right shall be deemed to be substantially in accord with the Comprehensive Plan and Planning Commission approval shall not be required. Prior to the approval and installation of such structures, staff analysis and Planning Commission review, including in some cases a public hearing to allow community input, is appropriate. To ensure both staff review and legislative consideration, the Board of Supervisors approved a Zoning Ordinance amendment, effective June 22, 2016, requiring special exception approval by the Board of Supervisors prior to the installation of any new telecommunications monopole or tower.

### **Fee Schedule**

The application for a telecommunication facility pursuant to VA Code Section 15.2-2232 shall be accompanied by the following filing fees, paid by cash, check, or money order made payable to the County of Fairfax:

- A. \$1500 for applications with a public hearing.
- B. \$750 for Feature Shown applications without a public hearing.
- C. \$0 for review of an application with other rezoning, special permit or special exception.
- D. \$750 for Feature Shown applications for DAS.

Note: For purposes of computing fees for DAS, there will be a \$750 fee for the first node, a \$100 fee for each node thereafter, and a maximum of 20 nodes per single application.

### **Submission Requirements**

#### **A. Completed Permit Application**

Four (4) completed copies of this application (including photosims, catalog cuts, tax record, etc.)

#### **If this Application is for a new monopole or tower**

Twelve (12) completed copies of this application.

- B. Property Identification Map:** Provide the official tax record and map for the subject property available online at <http://icare.fairfaxcounty.gov/Main/Home.aspx>.

### C. Statement of Justification

1. Description of Proposed Use including: a project description, the area to be served by proposed use, maintenance requirements and frequency, propagation maps
2. Requirement for Proposed Use including: why the new or expanded facility is needed, why the proposed location is the best location for the proposed use, why the proposed location and type of facility is the least disruptive alternative
3. Anticipated Impacts/Mitigation including: visual, noise and light, air and water quality, environmental, transportation (including trip generation), mitigation measures as applicable
4. Conformance with the Mobile and Land-Based Telecommunication Services [Policy Plan](#) element of the Comprehensive Plan and Other Standards including: Comprehensive Plan policies and guidelines that directly support the proposal, relevant standards/criteria supporting the facility and location
5. Alternative Site Considered for this use including: other properties considered, written decisions from public property owners regarding the proposed use, other locations on the subject property, details of siting criteria for each rejected alternative location

### D. Proposed Facility / Site Plan

1. One (1) 24" x 36" copy to correct scale
2. Four (4) 11" x 17" copies to correct scale
3. One (1) 8½" x 11" copy

Note: County Staff may request additional copies.

#### **If this Application is for a new monopole or tower**

Twelve (12) 11" x 17" sets of the facility plans.

### E. Relevant Information

1. Scale and north arrow.
2. Subject and adjoining property boundaries.
3. Public right(s)-of-way and names.
4. Locations, dimensions, and maximum heights of all existing and proposed structures and equipment.
5. Distance of proposed structures and equipment to all lot lines.
6. When located in a utility easement or road right-of-way, distance of structures and equipment to all utility easement lines or road right-of-way lines.
7. Delineation of any floodplain designated by the Federal Insurance Administration, United States Geological Survey, or Fairfax County, and delineation of any Resource Protection Area
8. Building size or land area of new facility or use (acres or square feet)
9. Area of proposed enlargement or renovation (acres or square feet)
10. Any features of the proposed use such as fencing, screening and landscaping.
11. Antenna and mounting detail with dimensions. Provide catalog cut sheets.
12. Equipment cabinet or shelter detail with dimensions. Equipment cabinets include generators and telco cabinets. Provide catalog cut sheets for equipment cabinets (except if within a shelter) and generators.
13. Details of screening for the use showing type of screening material, dimensions and placement; if landscaping is provided, list the height of the landscaping at time of planting and the ultimate height.
14. Indicate proposed frequency band information and transmit power, for determining public safety impacts.

**F. Photographs of Site:** Photographs of the existing structure, building, and site as applicable.

**G. Photo Simulations of the Proposed Installation:**

1. Include enough photo simulations to accurately depict the proposed facility.
2. Provide photo simulations illustrating the proposed facility, antennas and equipment. The photosims should include notes identifying the number and location of existing and new antennas and equipment, and the direction from which the photos were taken.
3. Photo simulations must be submitted with the application and must depict the appearance of all proposed structures and equipment as viewed from the subject site and adjoining properties and show the relationship to existing site features such as buildings, trees and other physical features.
4. For rooftop, the photo simulations must clearly depict the appearance of all the antennas and equipment when installed.
5. For Distributed Antenna Systems (DAS), a photosim is required for each proposed node.

**H. Building Roof Plan and Calculation:**

1. When locating antennas on a building façade or rooftop, provide a roof plan showing all existing penthouses, structures and mechanical equipment on the roof and the location of the proposed antenna and related telecommunications equipment.
2. Provide a calculation on the plan with: a) the percentage of the roof covered by all existing structures/equipment, and b) the percentage of the roof that will be covered by all existing structures and the proposed telecom structures/equipment.

**I. Photographic Survey:** For new structures such as monopoles or towers, provide a photographic survey of the project site. Photographs should show on and off-site views of the subject property and identify the proposed location of the facility on the site. The number of photos submitted will vary according to site size but should be adequate to view the entire site.

**J. On-Site Height Test:** For most new structures such as monopoles or towers, the applicant will be required to conduct an on-site height demonstration, such as a balloon or crane test, to simulate the extent of the proposed structure's visibility from surrounding properties. Such test must be coordinated with staff as to the date and time of the height demonstration. The applicant is responsible for conducting the height test and for notifying property owners and community representatives with the date and time of the height test.

**Submit completed application and supporting application materials to:**  
**Facilities Planning Branch**  
**Fairfax County Department of Planning and Zoning**  
**12055 Government Center Parkway, Suite 730**  
**Fairfax, Virginia 22035-5507**

For questions, call **(703) 324-1380**



**TELECOMMUNICATIONS FACILITY  
2232 APPLICATION REVIEW  
County of Fairfax, Virginia**

*\*\*\* This area to be completed by County staff \*\*\**

**APPLICATION NUMBER** \_\_\_\_\_

**2232 TELECOMMUNICATIONS APPLICATION FEE** \_\_\_\_\_

**LOCATION OF PROPOSED USE**

Address (or closest address)

\_\_\_\_\_

City/Town \_\_\_\_\_ Zip Code \_\_\_\_\_

Place Name (if any) \_\_\_\_\_

Tax Map I.D. Number(s) or closest tax map I.D. \_\_\_\_\_

Fairfax County Supervisor District \_\_\_\_\_

Total Area of Subject Parcel(s) \_\_\_\_\_

Zoning District \_\_\_\_\_

Facility latitude/longitude (Decimal Degrees): \_\_\_\_\_

Will the facility be located on public property? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, indicate public entity: \_\_\_\_\_

Is this use located in, adjacent to, or visible from a [Historic Overlay District](#)? Yes \_\_\_\_\_ No \_\_\_\_\_

**PROPERTY OWNER(S) OF RECORD**

Owner \_\_\_\_\_

Street Address \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**FACILITY OWNER**

Does the owner of the facility owner consent of this proposed use? Yes \_\_\_\_\_ No \_\_\_\_\_

**DESCRIPTION OF PROPOSED USE**

**PRIOR 2232 REVIEW APPROVALS**

Provide previous 2232, "Feature Shown" (FS) or 456 approvals

**PRIOR ZONING APPROVALS**

Provide previous Zoning Approvals for all uses on site such as proffered conditions, special exceptions, special permits, variances, or development plans

**TYPE OF PROPOSED FACILITY**

- New tower or monopole (including treepoles and other freestanding structures) Yes \_\_\_\_\_ No \_\_\_\_\_
- Co-location on existing monopole or tower Yes \_\_\_\_\_ No \_\_\_\_\_
- Co-location on building façade or rooftop Yes \_\_\_\_\_ No \_\_\_\_\_
- Co-location on replacement light pole or utility pole Yes \_\_\_\_\_ No \_\_\_\_\_
- Located in utility or transportation easement and/or right-of-way Yes \_\_\_\_\_ No \_\_\_\_\_
- Modification to approved telecommunications facility Yes \_\_\_\_\_ No \_\_\_\_\_
- Co-location on other structure Yes \_\_\_\_\_ No \_\_\_\_\_

**EXISTING ANTENNAS(S) TO BE REMOVED AND/OR TO REMAIN**

Carrier \_\_\_\_\_

Provide a separate page for each carrier listed as part of the application

Model # or name	Type Panel, Dish, Omni	QTY	Height/ Diameter	Width/ Diameter	Depth	Remove or Remain	Rad Center

Antennas must be finished or painted to match structures. Alternatively, antennas must be screened from view.

Will the antennas be screened? Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes, describe the screening: \_\_\_\_\_

Will the antennas be flush-mounted to the structure on which they are located? Yes \_\_\_\_\_ No \_\_\_\_\_

If No, please explain: \_\_\_\_\_

Additional information:

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**NEW ANTENNA(S)** Carrier \_\_\_\_\_

Provide a separate page for each facility proposed as part of this application

Model # or name	Type Panel, Dish, Omni	QTY	Height/ Diameter	Width/ Diameter	Depth	RAD Center

**EXISTING EQUIPMENT TO BE REMOVED AND/OR TO REMAIN**

Model # or name	Type Cabinet, shelter, telco or generator	QTY	Height	Width	Depth	Remove or Remain	Location

**NEW EQUIPMENT**

Model # or name	Type Cabinet, shelter, or telco	QTY	Height	Width	Depth	Location

Describe how the equipment cabinet or shelter will be screened, including material, color (and, as applicable, fence height).

**APPLICANT**

Carrier \_\_\_\_\_

Agent Name \_\_\_\_\_

Company or Agency \_\_\_\_\_

Mailing Address \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Number (\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

Secondary Contact (Must Be Provided) \_\_\_\_\_

Telephone Number (\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

**The undersigned acknowledges that additional Fairfax County land use and/or telecommunication review requirements may be identified during the review of this small cell telecommunication permit application and the fulfillment of such requirements is the responsibility of the applicant.**

**Failure to notify County of a change in agent may result in application denial.**

Signature of Applicant or Agent \_\_\_\_\_

Date \_\_\_\_\_