



WIRELESS COMMUNICATION FACILITIES (WCF) SUBMITTAL CHECKLIST

Community Development Department ♦ 80 Columbia Avenue ♦ Marysville, WA 98270
(360) 363-8100 ♦ (360) 651-5099 FAX ♦ Office Hours: Monday - Friday 7:30 AM - 4:00 PM

- Application Fee
 - If applicable: CUP \$2,500.00, SEPA see fee sheet. If neither a CUP nor SEPA is required, only building permit fees will be applied).
- Land Use Application (if CUP or SEPA required)
- Legal Description
- Title Report aka "Plat Certificate" (2 copies, current within **30 days of submittal**)
- Approved franchise agreement, if applicable.
- Vicinity Map
- Environmental Checklist (SEPA) if required, (signed and dated, 5 copies, applicable fee)
- Site Plan (5 full size and 1 reduced to 11 x 17") – to include:
 - The date, north arrow, and approximate engineering scale as approved by the Planning Department (e.g. 1" = 20', 1" = 30', 1" = 40', 1" = 50', 1" = 60')
 - Existing and proposed WCFs
 - Access
 - Base station
 - Ancillary structures
 - Warning signs
 - Fencing
 - Landscaping
 - Miscellaneous compliance items, if applicable
- Stamped statement by State of Washington registered professional engineer indicating:
 - Support structure will comply with EIA/TIA-222-F, as amended;
 - Allowable wind speed for the applicable zone in which facility is located; and
 - Description of general structural capacity of any proposed WCF(s) including:
 - Number and type of antennas that can be accommodated;
 - Basis for the calculation of capacity; and
 - A written statement that the proposal complies with all federal guidelines regarding interference and ANSI standards as adopted by the FCC including, but not limited to, non-ionizing electromagnetic radiation (NIER) standards.
- Report by applicant that includes:
 - Description of the proposed WCF including:
 - A detailed visual simulation of the facility;
 - A map showing all locations where an unimpaird signal can be received for the facility (propagation map);
 - Height above grade, materials, color, and lighting; and
 - Information demonstrating compliance with siting hierarchy.
- Permit where attachment or co-location is required should also include:
 - The name and address of the operator(s) of proposed and existing antennas on the site;
 - The height of any proposed antennas;
 - Manufacture, type, and model of such antennas;
 - Frequency, modulation, and class of service; and
 - A description of the wireless communication service that the applicant intends to offer or provide, or is currently offering or providing within the City.
- Other information as the Community Development Director may reasonably require.

The Community Development Director may release an applicant from having to provide one or more of the pieces of information on this list upon a finding that in the specific case involved said information is not necessary to process or make a decision on the application being submitted.