

Antennas for Wireless Telecommunications Services

Attachment to Administrative Review Application

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Application Requirements for Antennas for Wireless Telecommunications Services

The following information must be included as part of an administrative review application for antennas for wireless telecommunications services:

- 1) A written statement that describes how the application meets the review criteria of [9-6-9\(a\), "Antennas for Wireless Telecommunications Services," B.R.C. 1981](#) (**3 copies**). See criteria excerpt below.
- 2) Scalable Technical Plans or Construction Documents of the proposed installation(s) with new and existing equipment labeled, as applicable (**3 copies** folded to 9" x 12"), including:
 - a. Vicinity map (8 1/2" by 11") including the site and adjacent streets
 - b. Site plan with north arrow and labeled sectors
 - c. Detail drawings of each sector
 - d. Building elevations of all proposed installations which call out height of the building, roof, and antenna and base station equipment.
 - e. Locations of base station equipment (including equipment in internal rooms, on roofs, or elsewhere on the site)
 - f. Attachment details.
- 3) Photo simulations of proposed installation(s) demonstrating architectural compatibility and screening method (**3 copies**)
- 4) A completed [Administrative Review Application](#).
- 5) If the subject property has undergone a prior discretionary review, a concurrent Standard Minor Modification must be filed. Please see the [Administrative Review Application](#) and [Minor Modification Attachment](#) for specific application requirements.
- 6) If the installation is proposed on a landmarked building or is located in an historic district a [Landmark Alteration Certificate](#) may also be required.
- 7) Application fee (due at time of application submission).
- 8) Additional materials as requested at the time of staff review.

Application Fees

Please note that applications for administrative reviews are not subject to hourly billing and are not meant to be iterative. The application fee covers one staff review. If an application is incomplete or cannot be approved after the initial staff review, a full resubmittal, including a new application and fee, will be required. Typically, corrections to plans will not be accepted however, staff will use their discretion in determining whether minor corrections can be accepted. Contact Planning and Development Services staff for additional information.

Architectural Inspections

As a part of implementing the city's Design Excellence Initiative, a new architectural inspection process has been created to ensure high quality outcomes in the built environment. Architectural inspections will begin Monday, June 6, 2016. This additional inspection will require that architectural details, including but not limited to items like screening for wireless antennas, have been constructed in a manner that is consistent with approved final documents.

Antennas for Wireless Telecommunications Services Criteria- City Code Excerpt

Section 9-6-9: COMMERCIAL, RETAIL, AND INDUSTRIAL USES

(a) Antennas for Wireless Telecommunications Services

- (1) **Standards:** An antenna for wireless telecommunications services is permitted as a principal use on a lot if the following conditions are met:
 - (A) **Architectural Compatibility:** The antenna must be architecturally compatible with the building and wall on which it is mounted and designed and located so as to minimize any adverse aesthetic impact.
 - (B) **Wall Mounts:** The antenna shall be mounted on a wall of an existing building in a configuration as flush to the wall as technically possible and shall not project above the wall on which it is mounted.
 - (C) **Screening:** The antenna shall be painted or fully screened to match as closely as possible the color and texture of the wall on which it is mounted.
 - (D) **Mounts on Roof Appurtenances:** The antenna may be attached to an existing conforming penthouse or mechanical equipment enclosure which projects above the roof of the building but may not project any higher than the penthouse or enclosure (no increase in height is permitted).
 - (E) **Roof Mounts on Buildings Less Than Fifty-five Feet Tall:** On buildings fifty-five feet or less in height, the antenna may be mounted on the roof if:
 - (i) The manager finds that it is not technically possible or aesthetically desirable to mount the antenna on a wall;
 - (ii) No portion of the antenna or related base station shall cause the height of the building to exceed the limitations set forth in Section [9-7-1](#), "Schedule of Form and Bulk Standards," [9-7-5](#), "Building Height," and [9-7-6](#), "Building Height, Conditional," B.R.C. 1981;
 - (iii) No antenna and related base station cover more than ten percent of the roof area of a building, and the aggregate of any antennas, any base stations, and any appurtenances do not exceed an aggregate of 25 percent of the roof area;
 - (iv) Roof-mounted antennas and related base stations are completely screened from view by materials that are consistent and compatible with the building design, color, and

materials; and

- (v) No portion of the antenna, related base station, and attendant equipment exceeds ten feet above the height of the existing building.
- (F) **Site Review and P.U.D. Approval:** If a proposed antenna is located on a building or lot subject to an approved planned unit development or site review, a minor modification to the approval is required prior to the issuance of a building permit.
- (G) **Historic Preservation Rules:** No antenna shall be permitted on property designated as an individual landmark or as part of a historic district, unless such antenna has been approved through the issuance of a landmark alteration certificate pursuant to Sections [9-11-13](#), "Landmark Alteration Certificate Application," [9-11-14](#), "Staff Review of Application for Landmark Alteration Certificate," [9-11-15](#), "Landmark Alteration Certificate Hearing," [9-11-16](#), "Call-Up by City Council," [9-11-17](#), "Issuance of Landmark Alteration Certificate," and [9-11-18](#), "Standards for Landmark Alteration Certificate Applications," B.R.C. 1981.
- (H) **Exclusion of Competitors Prohibited:** No antenna owner or lessee or officer or employee thereof shall act to exclude or to attempt to exclude any other competitor from using the same building for the location of other antennas.
- (I) **Co-location of Facilities:** No antenna owner or officer or lessee or employee thereof shall fail to cooperate in good faith to accommodate other competitors in their attempts to use the same building for other antennas. If a dispute arises about the feasibility of accommodating another competitor, the city manager may require a third party technical study, at the expense of either or both parties, in the discretion of the manager, based upon the relative fault of the parties, to resolve the dispute.
- (J) **Technical Standards:** No antenna owner or lessee shall fail to assure that the antenna complies at all times with the then current applicable American National Standards Institute or Federal Communications Commission standards, whichever is more stringent, for cumulative field measurements of radio frequency power densities and electromagnetic fields. After installation, but prior to putting the antenna in service, each antenna owner shall provide a certification by an independent professional engineer to that effect.
- (K) **Interference with T.V. or Radio Signals Prohibited:** No antenna owner or lessee shall fail to assure that the antenna does not cause localized interference with reception of television and radio broadcasts.
- (L) **Public Zoning District:** In the P zoning district, no person shall mount or maintain an antenna on a lot, parcel, or building containing a residential use.
- (M) **Residential Zoning District Variance:** The city manager will grant a variance to the prohibition of antennas for wireless communications in the RR-1, RR-2, RE, RL-1, RL-2, RM-1, RM-2, RM-3, and MH zoning districts, if the applicant, in addition to all of the standards of this Section, can meet the standards of this paragraph:
 - (i) The antennas are located on a building that is used as one of the following uses of land: public elementary, junior, and senior high schools; private elementary, junior, and senior high schools; adult education facilities and vocational schools; religious assemblies; recreational buildings and uses open to the public; offices, professional and technical; medical or dental clinics or offices; essential municipal

and public utility services; governmental facilities; and neighborhood business centers;

- (ii) The antennas are located on a non-residential building. To be considered a “non-residential building,” at least fifty percent of the floor area of the building shall be used for non-residential uses;
 - (iii) The applicant demonstrates that it cannot provide reliable coverage within the City of Boulder by locating antennas within other zoning districts that allow antennas for wireless communications as a conditional use; and
 - (iv) If such location is needed as part of an overall comprehensive plan to provide full wireless telecommunications within the City of Boulder or the surrounding area.
- (N) **Water Towers:** Notwithstanding that a water tower may be considered an accessory building or use, antennas may be placed on water towers in zoning districts where antennas for wireless communications are designated as conditional uses in Section 9-6-1, “Schedule of Permitted Land Uses,” B.R.C. 1981, and in compliance with the standards set forth in this Section. No portion of any antennas or accessory base station shall extend above the height of the water tower walls. For the purposes of this Section, “water tower” means a freestanding, above ground, water storage facility, usually round or cylindrical in shape.
- (O) **Prohibition:** No person shall locate an antenna for wireless communications services upon any lot or parcel except as provided in this Section.
- (P) **Summary of Appropriate Antenna Locations:** Table 6-2 below summarizes the appropriate location for an antenna.

TABLE 6-2: ANTENNA LOCATIONS

Antenna Locations	On building wall	On existing conforming penthouse or mechanical screen	On a roof	On new mechanical screening or replacement screening	Base station equipment, allowed on roof
On buildings under 55' in height	yes	yes, if it does not project above an existing penthouse or mechanical screen	yes, subject to the standards in paragraph 9-6-9 (a)(1)(E), B.R.C. 1981	yes, if it does not project above the mechanical screen	yes, if it does not project above the maximum allowable building height of the underlying zoning district
On buildings over 55' in height	yes	yes, if it does not project above an existing penthouse or mechanical screen	no	yes, if it does not project above the mechanical screen	no